



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University

Thursday, January 24th, 2019

6:00 pm, Dunning Room 11

- I. Attendance
- II. Adoption of the Agenda: Motion 1
- III. Adoption of the Minutes: Motion 2
- IV. Break
- V. Speakers Business
- VI. New Business: Motions [3-5]
- VII. Executive Reports
 - i. President
 - ii. VP (Operations)
 - iii. VP (Student Affairs)
- VIII. Director Reports
 - i. Academics
 - ii. Communications
 - iii. Conferences
 - iv. Design
 - v. Events
 - vi. External Relations
 - vii. Finance
 - viii. First Year
 - ix. Human Resources
 - x. Information Technology
 - xi. Internal Affairs
 - xii. Professional Development
 - xiii. Services
- IX. Question Period
- X. Faculty Board Report
- XI. Alma Mater Society Report
- XII. Senate Report
- XIII. Engineering Review Board Report
- XIV. Advisory Board Report
- XV. Equity Officer Report
- XVI. Club Reports (Happy)
 - i. Eng Phys
 - ii. ECE
 - iii. Mechanical
 - iv. Mining
- XVII. Year Reports
 - i. Sci'19
 - ii. Sci'20
 - iii. Sci'21
 - iv. Sci'22
- XVIII. Statements and Questions by Members
- XIX. Discussion Period- Ontario Tuition/OSAP/Fee policy announcement

Speaker: Andrew Farley

Secretary: Natalie Arpin

Motion List

Motion 1

Whereas: Council is back in session;
& whereas: let's get going;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, January 24th, 2019, as seen on the Engineering Society website.

Moved by: Emily "I bundled up to be here" Varga
Seconded by: Andrew "It's not cold enough for a coat" Farley

Motion 2

Whereas: Some things happened last council;
& whereas: there's a record of it;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday, January 10th, 2019, as seen on the Engineering Society website.

Moved by: Emily "Talk fast" Varga
Seconded by: Natalie "Type fast" Arpin

Motion 3

Whereas: The Agnes Benidickson Tricolour Award is the highest honour in The Alma Mater Society;
& whereas: we need a new representative from The Engineering Society to decide who wins the award;

BE IT RESOLVED THAT:

Council elect _____ as the Engineering Society representative for the Agnes Benidickson Tricolour Award selection committee.

Moved by: Carson "Gold, Blue" Cook
Seconded by: Emily "and Red" Varga

Motion 4

Whereas: hiring policy hasn't been updated in a while and was missing things;
& whereas: it needs to be brought up to date with current practices;
& whereas: Kodie has spent many hours in coffee shops fixing hiring policy;

BE IT RESOLVED THAT:

Council approve the changes to Policy γ: Section B - Hiring Policy and Policy η: Section O - Hiring, as seen in APPENDIX "LET'S GET HIRING".

Moved by: Kodie "Poli-see" Becker

Seconded by: Carson "Poli-see the sea" Cook

Motion 5

Whereas: Council passed the last referendum question;
& whereas: We should clarify what "services" means;

BE IT RESOLVED THAT:

The Engineering Society runs a referendum to increase its student fee, with the question being: "Do you agree to an increase in the Engineering Society's fee (mandatory for engineering undergraduate students) from \$62.64 to \$80.00, an increase of \$17.36, in order to keep events such as Orientation Week, services (Clark Hall, Tea Room, EngLinks, etc.) and other Society functions running in their current form?" Yearly expenses can be seen in APPENDIX "EXPENSES".

Moved by: Carson "We back" Cook

Seconded by: Emily "Back again" Wiersma

Executive Reports

President – Carson Cook

president@engsoc.queensu.ca

Hello Council!

Things that I've been doing for the last 2 weeks:

- AMS Allegations, getting a 3rd party investigator
- Helping organize OEC attendance
- Helping organize OEC bid
- Creating proposal for running EWC operations
- Prepping transition material
- Prepping for student fee increase
- Reviewing Bylaw

Things that I will be doing for the next 2 weeks:

- Orientation Week registration website
- Elections and referenda
- EWC proposal
- FYC structuring

Elections season is upon us! Make sure you and your constituents are using their democratic voice and making an informed vote! Also, our winter hiring wave is approaching faster than you think – consider how you want to be involved for the next year!

Thanks!

Carson

VP (Operations) – Behshid Behrouzi

vpops@engsoc.queensu.ca

No report submitted.

VP (Student Affairs) – Emily Wiersma

vpsa@engsoc.queensu.ca

Hello Council!

Past two weeks:

- EngWeek – looking in to future of event, cancellations due to poor expected turnout and weather concerns
- Elections – EngSoc and fee referendum, working as a part of elections team on marketing, making sure everyone follows the rules, etc.
- Meeting with conferences – going over budgets, some preliminary feedback as conferences season gets started

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

- Discipline club round table/constitution committee stuff – starting to put together constitutions and get some feedback from clubs
- Elections – campaign week is underway **REMEMBER TO VOTE** on January **28 and 29**
- Elections reveal night is Tuesday the 29th at Clark (7:30 PM) come hang out and be one of the first to know the results, everyone is welcome!
- Transitioning my lower!!!!!!!!!!!!

Emily

Enjoy some pictures of baby chicks that just hatched back home



Director Reports

Academics – Sidney Picco

academics@engsoc.queensu.ca

Hey friends!

Hope the first couple of weeks of class treated you well! Here are some things I've been doing over the past two weeks:

- Manual on Academic Appeals
- Met with Associate Deans of Teaching and Learning and Academics, Stacey Shane and Director of First Year to review academic feedback and set some goals for second semester.
- Investigated some potential course issues.
- Trials are starting for Profalytics Feedback App in select engineering classes.
- Advisory Board and strategic planning.
- Discipline Constitution Committee (DCC) meeting to delegate tasks
- Meeting with Mofi and Katie about an academic feedback survey specifically for international students.
- BED Fund General Fund discussions

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

- BED Head Board meeting to approval proposals – get ready council, they are coming your way soon!
- Starting my second academic manual on course enrollment and dropping
- AMS Academic Caucus
- Transition Manual
- Working with the faculty and Carson on a potential sustainability stream and a mentorship course.
- Working with CFES on a workload study they are conducting.
- More DCC stuff
- More BED Fund General Fund discussions

A couple of other announcements:

- If you have any feedback on the Profalytics app, please send it to academics.feedback@engsoc.queensu.ca
- If you have an academic complaint or issue, please reach out to me or complete the feedback survey on the EngSoc website, under the Academics tab.

Have a great week 1 everyone,
Sid

Here's a meme for all my civil friends out there:



Communications – Alex McKinnon

communications@engsoc.queensu.ca

Hey Council!

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

- EngSoc elections
 - Live stream
 - Facebook posts
 - posters
- Hired more video members
- Looking into web based history archive (early stages)
- Busiest month for requests.
- EngSoc templated documents coming soon!
- Team quarterzips
- Landyard identification
- Humans of the ILC is kicking off

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

- Elections stuff
- Shout out to our video manager (Rueban Rasasalvan) and photography member (Sarah Reese) who's short films premier at the Focus Film Festival next Thursday.
- Excited to see our incoming exec team!
- More humans of the ILC. Maybe publishing a photo book?
- Introducing new video members to the team

I believe everything is in the report. Lets have a good year!

Have a great week everyone,

Alex McKinnon



Conferences – Sam Roper

conferences@engsoc.queensu.ca

No report submitted.

Design – Hatem Dawagreh

design@engsoc.queensu.ca

Hi Council.

Things I've been doing the past 2 weeks:

- Space Allocation Committee Formation
- First Aid and Safety Training
- Talking to people about my position
- Workshops formation
- Getting space for teams

Things I'll be doing:

- lots of math.
- Increasing innovation at Queen's
- PD stuff for my design teams
- Roundtable
- Design appreciation night
- Updating Transition Manual

Bye Council.

Wow look at this meme:

Events – Miranda Bundgard

events@engsoc.queensu.ca

No report submitted.

External Relations – Zaid Kasim

events@engsoc.queensu.ca

No report submitted.

Finance – Brandon Tseung

finance@engsoc.queensu.ca

Hey Council,

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

- Regular deposits, float runs, and cheque reqs
- Met with ComSoc finance to talk about how they do things and to seek potential improvements to our systems
- More meetings with the Financial Officers and my FYPCO
- Had second semester meeting with all of finance
- Talking to people interested in VP Operations and Director of Finance positions
- Got set up with online tickets

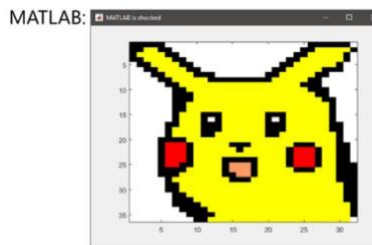
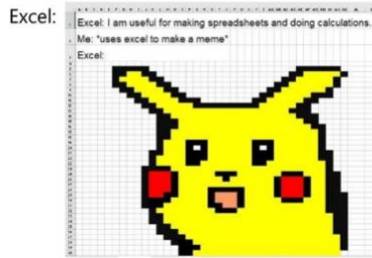
Things that I will be doing over the next two weeks:

- Normal bank stuff
- Discussing potential additions to finance policy to improve accountability and oversight
- Continue to digitize cheque reqs with IT

Let's get this 

Brandon

MATLAB: I am better than Excel



MATLAB vs Excel

First Year – Emma Prairie

firstyear@engsoc.queensu.ca

Hello Everyone!

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

- FYC speaker series happened!
- Frosh questions and help!
- All Discipline Night Round 2
- Working on the proposal for the iron pinning ceremony thing

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

- Working on a resource binder with my fypco
- Working on different resources
- Emails

Cool bye,

Emma Prairie

Human Resources – Kodie Becker

hr@engsoc.queensu.ca

Happy winter!

Hope y'all are doing well! Here's what I've been up to lately:

- Helping people with dash/hiring/errors/emails/questions (perpetually)
- Sorting through old hiring notes in the cabinet at Clark (almost done!)
- Editing hiring policy (and maybe passing some too!)
- Meeting with AMS Talent Acquisition Manager to see how they do hiring training/pre-interview prep
- Meeting with the rest of the HR team and figuring plans for this semester
- Running an Interview Workshop

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

- Meeting with ComSoc HR to figure out Joint Hiring Policy
 - Also talking with them about Dash
- Meeting with AMS HR to talk about notes digitization
- Starting new feedback project with Kate
 - Looking to implement continuous feedback for services/EngSoc
- Going through more of policy to fix/update things
- Preparing transition manuals/templates
- Preparing a hiring preparation package
 - Includes all documents needed to hire/helps with hiring

If you have any questions or know someone who's willing to get involved but doesn't know how, send them my way! Have a good week all!

Kodie

Director of Hasty Reworks

Me, after going through hiring policy and making some sense of it:



Information Technology – Max Karan

doit@engsoc.queensu.ca

Hello Council!

Things that I did over past two weeks:

- ESSDev is in full swing with software projects
- Met with DoComm to discuss possible solutions for public archives

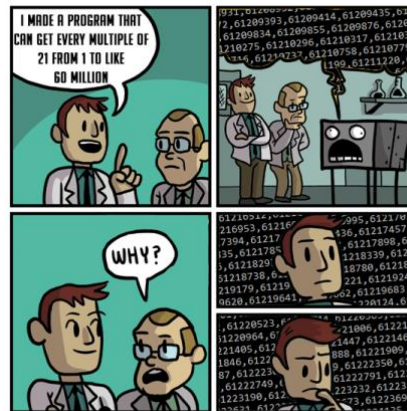
- Prepping for Operations projects
- Continue with Online Cheque Rec project with FYPCOs

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

- start projects with Operations
- ESSDev continue with projects
- Work on Dash
- More email resets

Until next time folks,

Max Karan



Internal Affairs – Emily Varga

iaffairs@engsoc.queensu.ca

Hello Council

Hopefully everyone's been enjoying the new semester!

What I've been up to in the last two weeks:

- Elections, elections, elections
- Working on a transition manual
- Prepping for council
- Updating the website/policy and by-law
- Banquet Stuff

Things I'll be doing in the next few weeks:

- Meeting with Discipline Club Constitution committee
- Working on elections with the Elections Committee
- Continue to work on transition manual
- Continue to update the website
- Working with my FYPCOs
- Putting together an EngSoc awards committee
- Banquet stuff

Check your emails **Monday January 28th** and **Tuesday January 29th** for your ballot to **VOTE** in the Engsoc elections!!!!



Professional Development – Juliana Brown

pd@engsoc.queensu.ca

Hey Council,

Last Two Weeks:

- Meeting with Director of Corporate Relations to discuss current and future faculty run professional development initiatives
- FSWEF resume and cover letter workshop happened on Monday
- Summit ticket sales and logistic finalisation
- Jacket bursary initiative finalising details
- Updating transition documents
- Providing feedback on faculty surveys
- Connecting faculty with people willing to give feedback on QUIP, Career Services

Next Two Weeks:

- Summit will happen Friday
- Feedback booth planning – early will be occurring early Feb in collaboration with faculty (Chelsea)
- Finalising launch date of Jacket Bursaries initiative
- More transition document work

Cheers,

Juli

Services – Tristan Brunet

services@engsoc.queensu.ca

Howdy Council,

This is what's been going on during the last couple of weeks.

- Met with all the managers, things are off to a good start
- Met with my FYPCO to summarize some feedback
- Met with some VP Ops candidates to talk services

What's coming down the pipes

- Working on Clark Accessibility plan
- Continuing work with FYPCO on the strategic plan
- Going to start working on my transition manual!

Cheers!

Tristan

