



Holiday Council Meeting Agenda

Engineering Society of Queen's University

Thursday, November 22nd, 2018

6:00 pm, Dunning Hall 27

- | | | | |
|-------|--|--------|-------------------------------------|
| I. | Attendance | viii) | New Toys (First Year) |
| II. | Adoption of the Agenda: Motion 1 | ix) | Elf Reviews (HR) |
| III. | Adoption of the Minutes: Motion 2 | x) | Santa's Website (IT) |
| IV. | Break | xi) | Elf Affairs (IA) |
| V. | Speaker's Business | xii) | Elf Development (PD) |
| VI. | Presentations | xiii) | Toy Services (Services) |
| | i) Burst Venture | X. | Question Period |
| | ii) Conference on Diversity in Engineering | XI. | Reindeer (Faculty) Board Report |
| VII. | New Business: Motions 3 - 7 | XII. | Almost Melting Snowmen (AMS) Report |
| VIII. | Executive Reports | XIII. | Sleigh-ride Senate Report |
| | i) Head Elf (President) | XIV. | Elfish Review Board (ERB) Report |
| | ii) VP (Toy Factory Operations) | XV. | Snowmen (Advisory) Board Report |
| | iii) VP (North Pole Affairs) | XVI. | Club Reports (Holly Jolly Group) |
| IX. | Director Reports | | i) Eng Phys |
| | i) Elf Education (Academics) | | ii) ECE |
| | ii) Letters to Santa (Communications) | | iii) Mechanical |
| | iii) Carolling (Conferences) | | iv) Mining |
| | iv) Igloo Renovation (Design) | XVII. | Year Reports |
| | v) Reindeer Games (Events) | | v) Sci'19 |
| | vi) Toy Delivery (External Relations) | | vi) Sci'20 |
| | vii) The United Snow Bank (Finance) | | vii) Sci'21 |
| | | | viii) Sci'22 |
| | | XVIII. | Statements and Questions by Elves |

Elf Orator: Andrew Farley

Secretary: Natalie Arpin

Motion List

Motion 1

Whereas: It's almost winter break;
& whereas: this will be the last Council of 2018!

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, November 22nd 2018 as seen on the Engineering Society website.

Moved by: Emily "It's week 11" Varga

Seconded by: Andrew "It's week eleven" Farley

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 1st, 2018 as seen on the Engineering Society website.

Moved by: Natalie "It's almost December" Arpin

Seconded by: Emily "November 1st was a long time ago" Varga

Motion 3

Whereas: The Discipline Club Constitutions need to be updated;
& whereas: we should elect a committee to rewrite Discipline Club Constitutions;

BE IT RESOLVED THAT:

Council elect _____, _____, _____, _____, and _____ to be upper year students on the Discipline Club Constitution Committee and _____, and _____ to be first year students on the Discipline Club Constitution Committee as per APPENDIX "DCCC".

Moved by: Ryan "Discipline Club Constitution Committee" Kealey

Seconded by: Emily "Say that five times fast" Varga



Motion 4

Whereas: The BED Fund is bettering our education;
& whereas: we should ensure that our Policy and By-Laws reflect the current operations of the fund;

BE IT RESOLVED THAT:

Council approve the changes to Policy 1, Section A-Better Education Donation Fund and By-Law 16 – Better Education Donation, as seen in APPENDIX “BETTER FUND” and APPENDIX “BETTER EDUCATION”.

Moved by: Sidney “Better Fund” Picco
Seconded by: Liam “Better Education” Cregg

Motion 5

Whereas: A vote was made 1.5 years ago,
& Whereas: There are things to do at CFES,

BE IT RESOLVED THAT:

The President of the Engineering Society is allowed to attend the VP External stream of CFES Congress 2019, and an individual determined by External communications committee, to attend the EngSoc development stream of CFES Congress 2019.

Moved by: Carson “Am I a President?” Cook
Seconded by: Zaid “Not my President” Kasim

Motion 6

Whereas: The Agnes Benidickson Tricolour Award is the highest honour in The Alma Mater Society;
& whereas: we need a 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 7

Whereas: There are many important issues the Engineering Society needs to support its members on;
& whereas: a directorship is appropriate to improve this support;

BE IT RESOLVED THAT:

Council approve the changes to Policy β Section C. Directors and ByLaw 8 - Engineering Society Directors as seen in APPENDIX "SOCIALS".

Moved by: Carson "Introducing" Cook

Seconded by: Delaney "Director" Benoit

Thirdded by: Kodie "of" Becker

Fourthed by: Emily "Social" Wiersma

Fifthded by: Behshid "Issues" Behrouzi



Executive Reports

President – Carson Cook
president@engsoc.queensu.ca
Hello Council!

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

- Director of Social Issues
- AMS allegations
- CFES congress evaluation
- CFES policy
- Engineering Wellness Centre
- Orientation Week registration website
- FC Hiring
- Academic advocacy – feedback results and applications
- Ombudsperson Office review

Things that I will be doing until January:

- AMS allegations
- Science Formal sustainability
- Director of Social Issues
- Policy organization
- Orientation Week registration website
- QEC & OEC travel
- Dean's Donation for external relations

Reminder to send your thoughts on the Office of the Ombudsperson!

Thanks!

Carson

VP (Operations) – Behshid Behrouzi
vpops@engsoc.queensu.ca

What I've been up to:

- Services Appreciation Night
- Science Quest Hiring
- Services related feedback/mitigation
- Services office renovation (leaky pipe)
- Month end financials
- Solving payroll issues

Next 2 weeks:

- Science Quest assistant director hiring
- FYPCO project development

VP (Student Affairs) – Emily Wiersma
vpsa@engsoc.queensu.ca

Hello Council!

Past two weeks:

- Attended Conference on Diversity in Engineering
- Director of Social Issues policy
- Engineering Wellness Centre
- Discipline Constitution Stuff
- Meeting with FYPCO

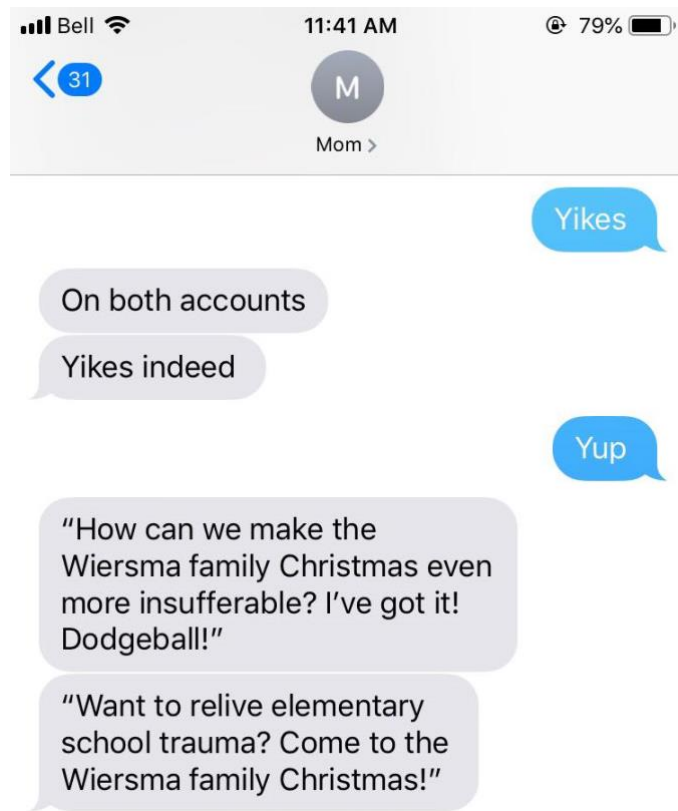
Things that I will be doing over the next two weeks:

- Engineering Wellness Centre
- Looking at training re: Sexual Violence
- Meet with Discipline Constitution Committee

Good luck on exams and thanks for being a wonderful group of people,

Emily

Hopefully your families are more excited about the holidays than my mom is!



Director Reports

Academics – Sidney Picco
academics@engsoc.queensu.ca

Hey friends!

So here are some things that I've been doing over the past two weeks:

- Created a document summarizing student feedback on APSC 143 for Dr. Frank and Dr. Ableson (Dean of Teaching and Learning and Director of First Year)
- Met with the Undergraduate Chair to address an issue with the prerequisites for the Apple Systems and Robotics stream.
- Helped Leigh run the First Year First Semester Academic Caucus.
- Discipline Club Constitution Committee planning.
- Worked on increasing academic support for international students through EngLinks.
- Service Staff Appreciation night at Clark!
- Second Academic Office Hour. I also met with the Deans to discuss feedback at the first Faculty Academic Office Hour.
- BED Fund policy changes.

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

- Addressing ECE academic concerns with the help of the ECE Academic Rep.
- Working with the EngLinks team to gear up for Final Exam season.
- BED Fund Tea & Coffee for an Idea Event
- AMS Academic Caucus – discussions about Academic Feedback and Fall Term Break Advocacy!
- First meeting with the Discipline Club Constitution Committee.
- Advisory Board – 1st semester wrap up for EngLinks and iCons.

Shout out to Katie for all her work on the Fall Term Break feedback survey.

If you have an idea for an EngLinks Final Exam Workshop, send Nat an email at englinks.workshops@engsoc.queensu.ca. If there is enough interest and we can find a tutor, we'll run the workshop ☺ Also, BED Fund will be running a Tea & Coffee for an Idea event next week.

Have a great week 11 everyone,

Sid

Now here's a picture of a cute baby otter to get you through week 11...



Communications – Alexander McKinnon
communications@engsoc.queensu.ca

Hey Council!

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

- Main EngSoc Website project has commenced.
 - If you haven't already, please fill out our survey about how you use the EngSoc website and what you want on it etc.
 - Available at this link:
 - https://docs.google.com/forms/d/e/1FAIpQLSdoPYV_TXScxcs3rU4V2zaR_ExEmxywKYecBpeoq4kw8WLxCIg/viewform
- Photography contest and team building photo trip
- LinkedIn Photo shoot
- Tutorials for each sub team
- Sci Formal photos and photobooth
- Tried to sort out a fax. Did not work.

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

- Making team landyards for identification on the job
- More website things
- Maybe a trip to the queens archives with the Internal Records Officers to search for cool eng history

I believe everything is in the report.

Have a great week everyone,

Alex McKinnon



Conferences – Sam Roper
conferences@engsoc.queensu.ca

No report submitted.

Design – Hatem Dawaghreh
design@engsoc.queensu.ca

HELLOOOOOO I HOPE YOU ACTUALLY READ ME!

Things that I've been doing over the past little while:

- Not being a narc
- Taking care of Hyperloop Ratification.
- Talking with faculty about design team marketing.
- Strategizing ILC redesign with Adam Walker to showcase student's accomplishments.
- Meeting with lots of people who have design initiatives.
- Planning the start of a chemistry pilot lab for teams.

- Working with FYPCO on first-aid training (which after talking with Simon, is now going to be fully covered by the Faculty).
- Helped at fall preview day!
- Talking to some Design members to understand issues with accessibility and inclusivity.

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

- Drinking too much water
- Starting design incubator planning.
- Dean's Donation feedback survey.
- Purchasing Design Bay equipment and starting its official redesign.
- Design Bay storage allocation
- Working on next projects with FYPCO.
- Meeting with more people who have design initiatives.
- Planning Winter Design Workshop series.
- Strategizing methods to increase inclusivity in design teams here.

Cheer\$,
Hatem



CARSON SLAYS

Events – Miranda Bundgard
events@engsoc.queensu.ca

No report submitted.

External Relations– Zaid Kasim
outreach@engsoc.queensu.ca

Hey Council!

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

- November ESSCO Teleconference
- Setting up EngSoc Remembrance Day Wreath
- December 6th Memorial Event Logistics
- Christmas Parade was LIT and FUN → Community Outreach Team and EngChoir Collab
- Kaija has been making great progress on her FYPCO project <3
- Fix 'n Clean and ThunderCanz bars
- Conference on Diversity and Engineering

Thing I'm working on over the next two weeks:

- Meeting with Academics on FC '19 to organize new video for o-week (swab drive)
- Potentially re-evaluating how the COT runs and thinking about a new structure
- Figuring out OEC bid and helping QEC with transportation
- Working on developing more of a relationship with the youth hockey team we sponsor;
- ComSoc and ASUS want to do stuff so figuring that out
- Working on new COT event and also having a super fun skating outing
- Kaija Edwards is #1 FYPCO (generally helping her with her project)
- Next ExCommComm Meeting (Lots of new stuffs to cover)
- December 6th Memorial planning
- Planning a **PUPPY ROOM!!!** in collaboration with the Humane Society (Likely on December 2nd or 3rd)

Nothing else from me,

Hope everyone has a sick week!

Zaid (yeetboy)



Week 11? Idk when that happened

[Finance – Brandon Tseung](#)
finance@engsoc.queensu.ca
Sup Council,

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

- Regular deposits, float runs, and cheque reqs
- Met with some student groups to go over EngSoc's finance operations
- Met with Sci Formal finance chair to get everyone reimbursed
- AMS student fee audit
- Helping out some conferences, events, and design teams
- Finally watched The Big Short (it was dope)
- Proof of non-profit organization for design teams
- More meetings with the Financial Officers and my FYPCO
- EngSoc Fall Training Conference finance training
- Had a meeting with all of finance (yay!)

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

- Looking into potential finance related workshops we could do with Students Against Poverty
- Month ends
- Liquidating EngSoc into my personal hedge fund (lol jk but imagine if)
- Looking at finance team swag (I'm secretly super jelly at EngLinks' vests)
- Normal bank stuff
- Maybe looking starting and holding a charity for jacket bursaries for tax purposes

Will, Andrew, Dillon (probably don't read the council report but) you guys are super dope and I really appreciate all the work and motivation. Really looking to make finance a great experience.

Full send,

Brandon

(You can include a cute animal picture or cartoon)

#sorrynotsorry for this meme

CLUB: GOES OVER BUDGET
LEDGER: NEGATIVE BALANCE



First Year – Emma Prairie
firstyear@engsoc.queensu.ca

Hello Everyone!

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

- Getting set up with FYC (teaser was yesterday)
- FYE planning their first event/ merch order
- Meeting with FYPCO, planning some fypco stuff
- Jacket pickup and slam things

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

- Talking with Frosh
- Meeting with my fypco
- Supporting fye
- Pre exam stuff aka study
- Karaoke!
- Discipline night!
- Jacket Pickup
- JACKET SLAMMMM

Cool bye,
Emma Prairie



Human Resources – Kodie Becker
hr@engsoc.queensu.ca

Hi all!

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

- Helping people with dash/hiring/errors/emails/questions (infinitely)
- Training Conference (shout out to Gregor for running the show!)
- Sorting through old hiring notes in the cabinet at Clark
- Feedback for SciFormal
- Starting new feedback project with Kate
 - Looking to implement continuous feedback for services/EngSoc
- Organizing Dash with Jessie (my FYPCO)
- Discussing DoSI prospects
- Drove a truck for the Santa Clause Parade

Things that I will be doing over the next ~~three~~ seven weeks:

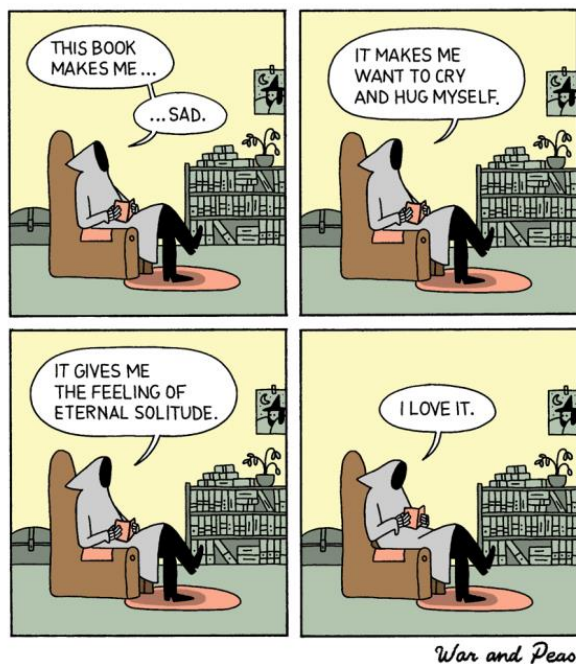
- Looking through AMS hiring policy to compare to our policy
- Making edits to hiring policy to bring next semester
- Working with Kate to implement continuous feedback
- Working with Gregor to organize better ways of doing training
- Planning recruitment/feedback events with Owen for next semester

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~~ month all!

Kodie

Director of Holiday Resting

Me, reading books on my couch over winter break (gotta love the ones that pull at your emotion strings):



[Information Technology – Max Karan](mailto:doit@engsoc.queensu.ca)
doit@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past 2 weeks:

- Operations team training
- ESSDev working on projects
- QEC payment set up
- Working on deploying online prof review
- Email resets... lots and lots of email resets

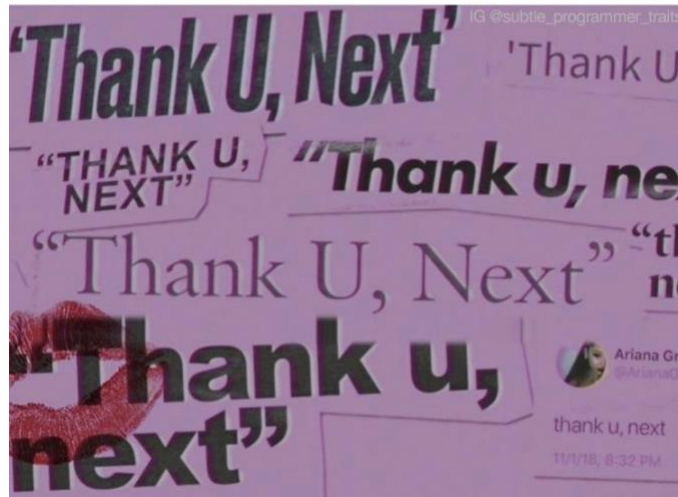
Things that I will be doing over the next two weeks:

- Finish training operations and start project selection
- Test online prof review site/add ssl
- Work on Dash
- More email resets

Until next time folks,

Max Karan

when the value in your linked list node
isn't the one you're searching for



[Internal Affairs – Emily Varga](mailto:iaffairs@engsoc.queensu.ca)
iaffairs@engsoc.queensu.ca

Hello Council!!!!

What I've been up to:

- Updated Policy and By-Law with Gillian (policy officer)
- Met with Elections Team
- Working with other ex-officio members of DCCC to form committee constitution
- Helping people with policy
- Working with my FYPCOs to do cool stuff
- Started to plan the EngSoc Banquet
- Prepped for council

What I'll be up to:

- Get updated version of policy and bylaw on the website
- Continuing to work with my amazing FYPCOs
- Do EngSoc Banquet things
- Will be working to get everything up and running for January elections

Good luck with the rest of the semester and exams,

Emily

Enjoy the first result for searching "funny inspirational dog memes".



Professional Development – Juliana Brown
pd@engsoc.queensu.ca

Hi Council,

Last two weeks:

- Updating actuals in budget
- Finalised Deloitte coffee chats questions
- Setting up resume review at QEC
- Ordered PD stickers
- Graduate Studies Talk
- Working on summit ticket sales & confirming summit sponsorship

Next Two Week:

- Reaching out to alumni about summit
- Opening up ticket sales for summit
- Wrapping up any loose ends from the semester
- Finalising templates for Deloitte timeline projects
- Helping out with summit with anything they need
- Launching mentorship program

Rain drop
Drop top

LinkedIn hotter than a stove top



[Services – Tristan Brunet](#)
services@engsoc.queensu.ca

Hey there Council! Long-time no see!

It feels like since forever that I've talked to you all! You all grew up so much and have gotten so tall!!! What have I been up to lately? Oh, you know not too too much dearie. I've been:

- Hiring the new SQ Head Director! Congratulations to Mikaela Rae Peet!
- Had someone come into Clark to do an accessibility audit which was super useful!
- Had the Services Appreciation Night at Clark, which ran super well!
- General support for the service managers concerning any issues that pop up.

Now don't you worry about me there, I'll be keeping myself busy, although November is a pretty quiet month and I wouldn't mind if you called me sometimes, it does get lonely here ever since you left for university. But enough about that I'll be

- Hiring the SQ Assistant Directors, tell your friends to apply!
- Giving feedback to the services based on staff surveys
- Helping the managers prepare for their advisory board presentation
- Doing all the schoolwork I need to do

Bye for now!

Tristan

