

###### Council Minutes

Thursday, November 1st, 2018

6:00pm, Dunning Hall 27

Speaker: Andrew Farley

Secretary: Natalie Arpin



*Council begins, 6 pm.*

# I. ATTENDANCE

Andrew Farley: Raise your placards.

# II. ADOPTION OF THE AGENDA

##### Motion 1

Whereas: Halloween was yesterday;

& whereas: I’m celebrating today;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, November 1st, 2018, as seen on the Engineering Society website.

Moved by: Emily “Halloweek” Varga

Seconded by: Andrew “It’s November” Farley

**Motion passes, 6:14 PM**

# 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, October 11th, 2018, as seen on the Engineering Society website.

Moved by: Emily “How is it November already?” Varga

Seconded by: Natalie “Time flies when you’re having fun” Arpin

**Motion passes, 6:14 PM**

# IV. BREAK

*Council breaks, 6:14 pm*

*Council resumes, 6:16 pm*

# V. Speaker’s Business

Andrew Farley: I would like to acknowledge that Queen’s sits on traditional Haudenosaunee and Anishinaabe people. Welcome back! Welcome Emily Varga, our new director of internal affairs! You are allowed to use laptops for motions with policy because the projector is broken. Also welcome to the first years!

# VI. New Business: Motion 3

##### MOTION 3

Whereas: The Advisory Board has a Strategic Planning Committee that discusses long term plans for the Services and Corporate Initiatives;

& whereas: The Strategic Planning Committee requires two additional members to be elected from Council;

BE IT RESOLVED THAT:

Council elect Tayo Oduyemi and Csaba Bari to sit on the Strategic Planning Committee for the 2018-2019 term.

Moved by: Thomas “Strategic Planner” Breijinck

Seconded by: Jamil “Strategic Thinker” Pirani

**Motion Passes, 6:30 pm**

**Jamil Pirani Abstains**

Thomas Breijinck: I am the head of the long-term strategic planning committee and two members on the committee are voting members of council. We spend the year looking at the long-term plan for services so that we can better them. There are some good projects coming up!

Tayo Oduyemi: What are the projects coming up?

Thomas Breijinck: One of the things is standardizing a document that outlines the services plans and what should be important. We are trying to change the table that the document currently is, into a proper list so that new teams know what is required of them. This will help avoid yearly turnover.

Tayo Oduyemi: What are the services?

Thomas: They are the 7 services: Clark Hall Pub, Tea Room, Golden Words, Science Quest, CEO, EngLinks and iCons. We are working with all of them.

Chaz Meadows: I nominate Matt.

Thomas Wright: I Second.

Matt Julseth: I respectfully decline.

Jamil Pirani: I nominate Tayo.

Matt Julseth: I Second.

Tayo Oduyemi: I accept.

Hatem Dawaghreh: Max.

Max Berkowitz: I decline.

Carson Cook: Chaz.

Thomas Wright: I Second.

Chaz Meadows: I decline.

Carson Cook: Thomas.

Thomas Wright: I decline.

Behshid Behrouzi: Does everyone know what advisory board is? It is a board of professors, alumni and students who review the finances of the services and give opinions. It is very interesting and would be a good thing to put on a resume.

Carson Cook: Julia.

Chaz Meadows: I second.

Julia Takimoto: I decline.

Carson Cook: Peter.

Thomas Wright: I Second.

Peter Matthews: I accept.

Thomas Breijinck: We don’t meet often.

Csaba Bari: I nominate myself.

Thomas Wright: I second.

Thomas Breijinck: For a quick background, the services are Clark Hall Pub, Tea Room, Golden Words, Science Quest, CEO, EngLinks and iCons. With those in mind, what are some important areas of growth for those services within the next 5 years?

Tayo Oduyemi: We should expand accessibility. A lot of first years aspire to entire Clark and we should give them the chance to go in.

Peter Matthew: Raise awareness about Science Quest on campus because people don’t know it exists. Young people have the chance to visit the university and could become students later.

Csaba Bari: EngLinks needs to grow and look beyond just engineering as people ask about it. It would be a mistake to not develop it further.

Chaz Meadows: If you could be any Halloween candy, which one would you be?

Peter Matthews: Coffee Crisp for energy.

Csaba Bari: Tootsie Roll.

Tayo Oduyemi: Strawberry candy.

Delany Benoit: What are you dressed as?

Csaba Bari: Little red riding hood.

Tayo Oduyemi: Nothing

Peter Matthews: Sherlock Holmes.

Thomas Breijinck: Thanks for joining, please give me your info after.

Tayo Oduyemi and Csaba Bari are elected

##### Motion 4

Whereas: We love equity;

& whereas: The Committee on Inclusivity requires at least three non-executive members from Council;

BE IT RESOLVED THAT: Council elect Peter Matthews, Paige Maxwell, Kaija Edwards, Julia Barnes- James and Karan Patel to sit on the Committee on Inclusivity.

Moved by: Delaney “Equity is important” Benoit

Seconded by: Kodie “Let’s elect a team” Becker

**Motion Passes, 6:43 pm**

Delany Benoit: We need to elect 3 members from council to sit on the committee to discuss diversity, mental health, etc. If would just be from a general student standpoint. It would also be low commitment.

Chaz Meadows: I nominate Peter.

Carson Cook: Second.

Peter Matthews: I accept.

Zaid Kasim: I nominate Kaija.

Kodie Becker: I nominate Paige.

Julia Barnes-James: I nominate myself.

Jordan Pernari: Second.

Ryan Kealey: Chaz.

Chaz Meadows: I decline.

Carson Cook: I nominate Karan.

Delany Benoit: What is an equity concern you see in EngSoc?

Peter Matthews: One thing is the ratio of male to female students and the Sci ‘22 decreased the number of female students that entered. That could be addressed.

Kaija Edwards: Mental health. I am working with Zaid on this and would like to continue to.

Paige Maxwell: Mental health accessibility. Making people aware of how to use the resources available to them.

Julia Barnes-James: There are still not enough women in engineering at Queens. Also, we don’t embrace breaks.

Karan Patel: Mental health, it is a big transition and everyone goes through it. We should be more supportive.

Carson Cook: Quick summary of what you would want to accomplish.

Kaija Edwards: Increase the promotion of resources on campus and if there aren’t option, create more.

Paige Maxwell: This will be working with people in new positions and we can work to create their initiatives.

Julia Barnes-James: What engineering is and what it entails. People whose parents are engineers are able to understand this but otherwise people don’t.

Karan Patel: Letting people know what the resources are and know who is available to help them.

Peter Matthews: Awareness for mental health and how to identify if people are having a crisis and how to deal with this.

Kodie Becker: I think that a big part of improvement is getting feedback, what do you think the best way to do this is?

Paige Maxwell: The engineering society strives to make time for feedback and it is important that people understand how to give this feedback such as in a form.

Julia Barnes-James: If people have a complaint, that may not know who to go to. Make those pathways clearer.

Karan Patel: There are surveys that going around about mental health and these should be continued. Also email about who people can reach out.

Peter Matthews: Talk to students directly, its easy to ignore and email or post. For specific input, you can send emails.

Kaija Edwards: Have a mental health representative per class so that people know who to reach out to.

Peter Matthews, Paige Maxwell, Kaija Edwards, Julia Barnes-James and Karan Patel are elected

Delany Benoit: Please reach out at [equity@engsoc.queensu.ca](mailto:equity@engsoc.queensu.ca).

##### Motion 5

Whereas: We had until November 1st to test out the tablet policy;

& whereas: Today is November 1st;

BE IT RESOLVED THAT:

Council approve the addition of policy B.9 Hiring Notes Digitization to section γ, as seen in APPENDIX “DIGITIZATION”.

Moved by: Emily “Digitize” Wiersma

Seconded by: Kodie “Digital” Becker

**Motion Passes, 6:56 pm**

Emily Wiersma: This will be the third time this is coming to council: the policy, the review and the update. This is a policy solely for the tablets not for all hiring notes.

Jonathan Corbett: In the policy it states that only these tablets will be used. Is it possible for a request to be made for the interviewee to request paper or the interviewer to use paper?

Emily Wiersma: Kind of. In the first line it says that they will make every effort to digitize. If this situation would occur, it would be okay for they not to be used.

Jamil Pirani: I would like propose an amendment removing 8.6.10 and would add 8.6.15 which would become 8.6.14 which says that if tablets are not feasible, paper shall be used. On removing 8.6.10, which says that the hiring committee will make every effort to digitize their hiring notes in lieu of using paper. It is not good form to write make every effort as it allows people to have an out. It should be this is how we do it and then if it is not possible, this is what they shall do instead. We are using feasible to accommodate accessibility.

Emily Wiersma: Not seen as friendly.

Andrew Farley: We are moving to discussion the amendment

Carson Cook: First off, we passed policy that for hiring panels, we used the wording of best efforts. That is accepted when you cannot guarantee exact process. Changing it to feasible does not clearly make that change to me.

Jordan Pernari: Two years ago, the effort was made to remove that language from policy.

Jamil Pirani: The reason I think feasible is better in that effort can be anything whereas feasible has a more specific definition of possible to do easily.

Paige Maxwell: Feasible means possible to do easily.

Carson Cook: The definition of make every effort is do all one can. Its minutia in my opinion.

Jordan Pernari: Where are we at with the removal of the first line?

Emily Wiersma: I see the difference between the first and second line. The first is the overarching reason and the second is more specific. I would be fine with combining them.

Jordan Pernari: If this is specific to tablets, we shouldn’t have this statement.

Jamil Pirani: You don’t need a line that says digitize hiring notes when the title is digitize hiring. It is simpler to say that we will use the tablets to take notes and if you can’t us them, you use paper instead.

Emily Wiersma: I am fine with removing the first line.

Jamil Pirani: The second part would be if tablets are not feasible, then paper will be used. There is no line about this and we should have a contingency about using paper.

Emily Wiersma: Sure, that’s friendly.

Kaija Edwards: Will the notes on paper be digitized later?

Jamil Pirani: This has come up but we came to the conclusion that we would have to figure that out later.

##### Motion 6

Whereas: We have had a chance to test the tablets;

& whereas: We would like to make tablets available for most interview panels;

BE IT RESOLVED THAT:

Council approve the purchase of nine more tablets (Boogie Board 9.7 Sync) at $1,151.911.

Moved by: Emily “I like to boogie” Wiersma

Seconded by: Carson “I like to board” Cook

**Motion Passes, 6:58 pm**

Emily Wiersma: Now that we can use the tablets, we would like more.

Jordan Pernari: I was wondering if any thought has been put into how this affects the current budget?

Emily Wiersma: We are okay to include it in the budget.

Behshid Behrouzi: We feel like this is an important step to take to streamline the process. How it affects the budget, it is a capital purchase rather than an operational purchase. It is not coming for the capital fund.

Csaba Bari: Are they only for note taking?

Emily Wiersma: Only hiring.

##### Motion 4 Ammendment

Whereas: We love equity;

& whereas: The Committee on Inclusivity requires at least three non-executive members from Council;

BE IT RESOLVED THAT:

Council elect Kaija Edwards, Julia Branes-Edwards and Karan Patel to sit on the Committee on Inclusivity.

Moved by: Delaney “Equity is important” Benoit

Seconded by: Kodie “Let’s elect a team” Becker

**Motion Passes, 6:59 PM**

Andrew Farley: There is a violation for the equity committee, we can only have three people

Paige Maxwell: I withdraw.

Peter Matthews: I withdraw.

# VII. Executive reports

##### i) President

Carson Cook: Shut out to everyone that we have just hired and to first year executive for being here. Just to highlight, the office of the ombudsman is under review which is a third-party advisor to students and the office reports to the board of directors. They can hold everyone accountable. I encourage you to provide your thoughts on this. The senate has applications open, notably the Orientation Week review board. This is a cool opportunity that we need engineering voices on. I would like to mention the elections, Sydenham and Williamsville and the mayor were all incumbents. The JDUC may be undergoing renovations, let me know what you think or get in touch with the AMS. We need to make sure that engineers are happy. Let me know your thoughts on free speech on campus.

*Council sings the engineering hymn.*

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

Emily Wiersma: Thank you for bearing with me with this policy. I have been hiring and having meetings. We are working on the disciple club round table and I meet with Bard about our response to sexual violence on campus and in EngSoc. Feel free to let me know your ideas. Huge congrats to Emily and I am happy to have her. Science Formal and the Dean’s wine and chees are happening!

##### II) Vice president of operations

Behshid Behrouzi: Homecoming ritual was a great success and thanks to Tristan. Working on months end. At the finance advisory board meeting, we created a summary of balances and the reset amounts for each service which was super helpful. Canada summer jobs application for Science Quest. I wanted to highlight that Science Quest Director application have been extended. Head till November 3rd. It is a great movement and they provide great STEAM based programming and assistant is extended as well. I urge you to look into those positions.

# Viii. Director Reports

##### i) Academics

Sidney Picco: Its all in the report. Thank you for completing the fall term break survey. Please fill it out if you have not yet. In the next weeks, a survey is coming on complementary electives as my FPYCO is working on this and helping people choose electives. There is a gift card draw for it.

##### II) Communications

Alexander McKinnon: All in the report and I have a survey with no gift card because we are redoing the website. Take it if you want any changes made to it. There is an event on Sunday is you want a LinkedIn photo taken.

##### iII) conferences

Emily Wiersma: Conference are going well and apply for Queens engineering competition.

##### IV) Design

Hatem Dawaghreh: It’s all in the report.

##### v) Events

Miranda Bundgard: All in the report.

##### VI) External Relations

Zaid Kasim: Alli n the report. Congrats to frosh group 16 for winning thundercanz and we also won the Ontario swab drive competition.

##### viI) Finance

Brandon Tseung: All in the report but want to emphasis if you are expecting cheques make sure that the person puts in the memo that it is for your group. Also, if you want finance training hit me up.

##### viIi) First Year

Carson Cook: There are still frosh and the crest got painted. Working on jacket pick up and slam.

##### IX) Human Resources

Kodie Becker: Hiring stuff as usual. The conference is on November 11th not 12th for anyone who needs training.

##### x) Information Technology

Max Karan: Not much but we hired an IT mentor. Teams are in full swing.

##### xI) Internal Affairs

Emily Varga: Hello! I got hired and I have been figuring out the position. Looking forward to working with you!

##### xiI) Professional Development

Juliana Brown: All in the report.

##### xiiI) Services

Behshid Behrouzi: Tristan is out of town but apply for Science Quest!

# Ix. Question Period

Carson Cook: I forgot to add the AMS referendum was finished and all fees were approved. They are all opt-out able but legal aid.

Jordan Pernari: Question for Emily or Zaid. Conference on Diversity in Engineering is coming up, will a presentation be made?

Emily Wiersma: For those who don’t know, the Conference on Diversity in Engineering is next weekend and we can give a presentation.

# X. Faculty Board Report

Blake Wisniewski: Next one is in two weeks and in the mean time I meet with the warden for camp 3 about the iron ring ceremony. The three that are the wardens for Queens and RMC. The ones at Queens are mech professors. They said there was no chance for a date change as he said it would look unprofessional. Kind of agree. Brought up getting to the event. He said to mention it and to go a different route. They are not going to say anything about it. They are just avoiding it rather then addressing it. There are 5 different presentation done.

# Xi. Alma Mater Society Report

Jamil Pirani: Not many motions, mostly presentations. United Way came and encouraged people to compete at donations. The architects for the JDUC came. The key things we stressed is the space needs to be usable by engineers and we asked them to include group rooms and an environmentally sustainable design. Examples were making it look like the ILC and the active learning room in Ellis. Motion were for budget errors and ratifying referendum questions and clubs. The university is changing documents about courses required based on a report from the principal. It came out last year. The framework was very vague which is either really good or bad and we told them this. The new principal should be announced by the end of the semester.

# XII. Senate Report

Max Berkowitz: Nothing pertinent.

# XIII. Engineering Review Board Report

Will Medeiros: Its fine and you all did good. Please be nice to the StuCons on Saturday.

# XIV. Advisory Board Report

Jamil Pirani: We meet on Monday. Pre-event presentation for sci formal and post event for orientation week. Having mid year reports for services next time.

# XV. Equity officer Report

Kodie Becker: Delany is hiring. Same old.

# XVI. Club Reports

##### I) Geo

Caitlyn MacPhee: Lots is happening. Fourth years were in Quebec and third years were in Adirondacks. We are working on clothing and we are trying to step it up from Patagonia’s. We are having our wine and cheese as well.

##### ii) CHEM ENG CHEM

James Penwarden: We had the Canadian Society for Chemical Engineering Conference. It was fun and we circulated a feedback form. Having a wine and cheese and working on a clothing.

##### iii) Apple

Hatem Dawaghreh: Its been quiet and we are having town halls.

##### iv) CIVIL

Julia Barnes-James: Civil trip is cancelled. We are starting merch to make up for this profit and we are having some sort of event to make up for it.

# XVII. Year Reports

##### I) Sci’19

Jordan Pernari: First, thanks for filling out the survey. Second, thank you to science formal for the hard work being put in. Science Formal is Saturday so I hope you have fun. A group photo is happening at 1:30 on Saturday. Send photos for the yearbook!

##### II) Sci’20

Devin Alldrit: We sold some stickers and have a meeting coming up.

##### III) Sci’21

Chaz Meadows: We are working on handing out year merch and people are not picking it up. So, it you haven’t picked up, come get it. Planning Clark takeover and how to make it fun. Meeting with first year exec tomorrow! Matt said we are getting all the bread.

##### IV) Sci’22

Julia Takimoto: We are working on year merch and are starting with stickers. We painted are crest and we are working on an engineering-commerce dodgeball tournament.

# XVIII. Statements and Questions by Members

Kaija Edwards: There is a puppy room is Zaid’s report and I want to know when it is?

Zaid Kasim: We are working on it. They should be near exams!

Jordan Pernari: Forgot this - there is an open house for sci formal from 12 – 3 and they are collecting for united way.

Matt Julseth: There was a picture in the globe and mail and I am wondering what happened with that?

Carson Cook: I talked to the faculty and let them know and they did not want to take it further. Resulting from that, we though of some positive PR things to put on under Zaid.

Tayo Oduyemi: Taking into account this paper airplane is Sci 22 still silly?

Carson Cook: Yes

Kodie Becker: Reminder to come talk to me for equity!

Carson Cook: One of the things we have discussed is moving equity into a directorship position. It would move from HR to a director position. The workign title is Director of social issues to mirror the AMS and would allow for it to become broader. Let’s not discuss the name but I would like feedback on the portfolio.

Tayo Oduyemi: I think that diversity in engineering should fall under this.

Kodie Becker: Everything under equity would fall under this.

Jordan Pernari: How would you see the position running. Would there be a large change form the current position?

Ryan Kealey: I went to a presentation about aboriginal issues and I think as an engineering society we don’t have a large presence in this. We should work with four directions and Aboriginal access to engineering

Jamil Pirani: A few years ago, this position was intended to eventually become a director position and the position has grown a lot. I like the idea of transitioning this, especially with the addition of bursaries.

Carson Cook: Committee on inclusivity, bursaries, analysis the EngSoc with ways to improve equity and communication. Catching pieces that are less equitable, sitting on advisory board so that this is in the services. Events to promote discussion and more training. Expanding equity training and making more opportunities that are for anyone. Also, increasing what we do towards accessibility, student support and mental health awareness.

Chaz Meadows: What’s the difference between an officer and director?

Carson Cook: Being a director would be they report to exec rather then a director. They also have a larger team. They are more of a manager and are able to do more. They can guide the director of equity and drive longer term initiatives. They would also be in director meetings and already sit on council.

Caitlyn MacPhee: Sounds great but we could also have a yearly rep for metal health that would be great!

Jordan Pernari: Do you see this being more managerial. Will more positions be added under this?

Carson Cook: They are always more managerial so yes more people could be hired. There are already plenty. More for bursaries, equity analysis and more people to run events.

Thomas Wright: Would there be room for the addition of a FYPCO?

Kodie Becker: There is a FYPCO already.

Chaz Meadows: Something concerning the LGBQT+ community would be good to add.

Jordan Pernari: We are talking about how things are very separate identities. They should look into intersectionality.

Carson Cook: We talked about the portfolio. How do you thing the structure under exec should look?

Jordan Pernari: Just from the prospective of social issues, it makes sense to be under president as to external bodies they acknowledge the president. The director of social issues would be advocating so it should be under the person who is contacted first.

Carson Cook: Thanks

##### Motion to Close:

Moved by: Thomas Wright

Seconded by: Kodie Becker

**Motion Passes: 7:46 PM**