



THE ENGINEERING SOCIETY  
OF QUEEN'S UNIVERSITY

# Council Meeting Agenda

Engineering Society of Queen's University  
Thursday, September 13, 2018  
6:00 pm, Dunning Hall Room 27

- I. Attendance
- II. Adoption of the Agenda: Motion 1
- III. Adoption of the Minutes: Motion 2
- IV. Break
- V. Speakers Business
- VI. Minute of Silence
- VII. Presentations:
  - i. Summer Actuals
- VIII. New Business: Motions [1-12]
- IX. Executive Reports
  - i. President
  - ii. VP (Operations)
  - iii. VP (Student Affairs)
- X. 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
- XI. Question Period
- XII. Faculty Board Report
- XIII. Alma Mater Society Report
- XIV. Senate Report
- XV. Engineering Review Board Report
- XVI. Advisory Board Report
- XVII. Equity Officer Report
- XVIII. Club Reports (Happy)
  - i. Eng Phys
  - ii. ECE
  - iii. Mechanical
  - iv. Mining
- XIX. Year Reports
  - i. Sci'19
  - ii. Sci'20
  - iii. Sci'21
- XX. Statements and Questions by Members

**Speaker: Andrew Farley**  
**Secretary: Natalie Arpin**

# Motion List

## Motion 1

Whereas: It's the first meeting of the year!  
& whereas: There are many things we need to discuss;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, September 13<sup>th</sup>, as seen on the Engineering Society website.

Moved by: Isabela "Summer happened so fast" Dominguez  
Seconded by: Andrew "Tell me more" Farley

## Motion 2

Whereas: A long time ago some things happened at council;  
& whereas: we need to approve them;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday April 5<sup>th</sup>, 2018, as seen on the Engineering Society website.

Moved by: Isabela "A long time ago" Dominguez  
Seconded by: Natalie "In a galaxy far, far away?" Arpin

## Motion 3

Whereas: Ryan Cattrysse passed away this June;  
& whereas: He is a recent member of the Order of the Purple Knight;  
& whereas: We would like to honor his legacy with an award;

BE IT RESOLVED THAT:

Council approve the changes to By-Law section 17 as seen in APPENDIX AWARD.

Moved by: Emily "A purple award" Varga  
Seconded by: Emily "For a Purple Knight" Wiersma

#### Motion 4

Whereas: Cannabis is becoming legal on October 17<sup>th</sup>;  
& Whereas: We should update our substance policies to reflect that;

BE IT RESOLVED THAT:

Council approve the changes to policy section Epsilon as seen in Appendix SMOKE  
Be it further resolved that: Council approve the first reading of the By Law changes seen in Appendix TOKE.

Moved by: Jamil "We'd change" Pirani  
Seconded by: Jordan "We'd updated" Pernari

#### Motion 5

Whereas: Creating hiring panels based on a gender binary is problematic;  
& whereas: We should be focusing on position relevance anyway;

BE IT RESOLVED THAT:

Council approve the changes to policy section  $\gamma$  to remove the requirement of a male and a female hiring panel member, as seen in APPENDIX "PANEL".

Moved by: Emily "Is there more than 10 kinds of people?" Wiersma  
Seconded by: Kodie "Yeah, we have to stop using binary" Becker

#### Motion 6

Whereas: We are looking into digitizing our hiring process;  
& whereas: We need the policy to do so;

BE IT RESOLVED THAT:

Council approve the addition of policy B.9 Hiring Notes Digitization to section  $\gamma$ , as seen in APPENDIX "DIGITIZATION".

Moved by: Emily "Don't be analog" Wiersma  
Seconded by: Kodie "Be more digital" Becker

### Motion 7

Whereas: Our Engineering Society ratified clubs could benefit from more structure and organization;  
& whereas: They are currently scattered throughout multiple director portfolios;

BE IT RESOLVED THAT:

Council approve the changes to section β to move Engineering Society ratified clubs under the Director of Conferences, as seen in APPENDIX “CLUBS”.

Moved by: Emily “Club?” Wiersma  
Seconded by: Sam “Party?” Roper

### Motion 8

Whereas: Emily made some general edits to policy over the summer;  
& whereas: they are subject to council approval;

BE IT RESOLVED THAT:

Council approve the edits to policy outlined in APPENDIX “EDITS”

Moved by: Emily “I love policy” Wiersma  
Seconded by: Tristan “Can you even read?” Brunet

### Motion 9

Whereas: Sci '21 has an exceptionally long council nickname;  
& whereas: It's going to get very old very quickly;

BE IT RESOLVED THAT:

Council approve changing Sci '21's council nickname to Sci 21derwall.

Moved by: Carson “It was funny...” Cook  
Seconded by: Emily “Once.” Wiersma

Motion 10

Whereas: Andrew may not be able to grace us with his presence;  
& whereas: We need someone else for when that happens;

BE IT RESOLVED THAT:

Council elect \_\_\_\_\_ as the Deputy Speaker for this session of this session of the Engineering Society Council.

Moved by: Andrew "I would never skip council" Farley  
Seconded by: Isabela "Who would ever skip council" Dominguez

Motion 12

Whereas: The Committee on External Communications needs new people;  
& whereas: We should decide on who those people are;

BE IT RESOLVED THAT:

Council elect \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ to sit on the Committee on External Communications.

Moved by: Zaid "Elections are fun" Kazim  
Seconded by: Carson "I sure hope so" Cook

# Executive Reports

## **President – Carson Cook**

[president@engsoc.queensu.ca](mailto:president@engsoc.queensu.ca)

Hello Council!

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

- Dealing with a flood
  - Insurance
  - Moving boxes
- External Relationships
  - Evaluating CFES and ESSCO (OEC)
- Pre-week training
  - Overseeing ED Team
- Orientation Week ran!
  - Helping out at events
  - Overseeing ED helping out

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

- Hiring OC
- Starting SciFormal school year work/ramp-up
- Hiring SciFormal convener
- OEC evaluation – do we want to host it?
- Looking for ways to do OWeek even b

Huge shout-out to FC for running a really great Orientation Week!

Make sure to get ready for the PD team's Consulting 101 at the end of September!

Make sure everyone knows about the awesome involvement opportunities that are getting hired this time of year!

Thanks!

Carson

## **VP (Operations) – Behshid Behrouzi**

[vpops@engsoc.queensu.ca](mailto:vpops@engsoc.queensu.ca)

## **VP (Student Affairs) – Emily Wiersma**

[vpsa@engsoc.queensu.ca](mailto:vpsa@engsoc.queensu.ca)

Hello Council!

Things have been a little hectic (but so much fun!) over the past few weeks:

- Pre-Week Training for the Executive and Director Team included:
  - Bystander Intervention
  - Positive Space (Sexual and Gender Diversity)
  - Mental Health Anti-Stigma
  - Cultural Safety
  - Conflict Resolution
  - Anti Opression
- Helped out FC during Orientation Week events
- Helped facilitate Positive Space training to the FRECs
- Getting my policy changes ready for this council
- Flood

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

- First year exec elections! Some Sci '20 elections as well!
- Involvement fair MONDAY SEPT 17!
- Design Team Night on TUESDAY SEPT 18!
- Getting my FYPCO!
- Preparing for the year!

Here's to a great year ahead,

Emily

# Director Reports

## Academics – Sidney Picco

[academics@engsoc.queensu.ca](mailto:academics@engsoc.queensu.ca)

Hi,

Here is my report for council this week!

### **Some of the things I've worked on in the summer:**

- Hired new BED Fund Head Manager (Congratulations to Liam Cregg!!)
- Added my teams to EngSoc Dash
- Met with Associate Deans and Faculty Director of First Year to implement EngSoc-Faculty Academic Office Hours (starting Oct 4<sup>th</sup>)
- Presented during Orientation Week Academics 101
- Created an Annual Timeline Guide for the BED Fund, which was approved by the Dean of Engineering, President of EngSoc and Faculty Financial Coordinator
- Worked on BED Fund policy updates
- BED Fund purchases for 2017-2018
- Biweekly meetings with my teams as well as Advisory Board
- Updated the Academics page of the EngSoc website
- Gathered all discipline academic reps and BED Fund reps
- Budget and Strategic Plan
- Familiarizing myself with the Academic Grievance Policies by reading the Academic Grievance Center (AGC) Manual
- Gathered a list of academic resource
- Summary document for Winter 2018 Academic Caucus

### **Things I plan on working on during the next 2 weeks:**

- Investigate EngLinks manager/assistant manager payment and compare it to the other services
- Meet with the Financial Coordinator and BED Fund Head Manager to get up to date actuals going into 2018-2019
- BED Fund Policy changes will be brought to the second council, as well as a BED Fund presentation
- Statics with all my teams
- Financial meeting with EngLinks Head Manager and Business Manager
- EngLinks tutor training



- Work with the AGC to organize a presentation by the Engineering Dean of Academics during training.
- Continue updating the Academic webpage on the EngSoc website
- Work on Academic Grievance Manuals to keep in the ILC student lounge and post on the website.
- Start applications for the BED Fund Discipline Rep coordinator.

## **Communications – Alexander McKinnon**

communications@engsoc.queensu.ca

Hey Council!

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

- New engsoc camera!
- Amazing work done by our frosh week media team.
  - Credit to our team lead **Rueban Rasaselvan**, who also was taking video for our recap video.
  - Our amazing social media manager, **Henry Deans**, got our accounts going by posting content to them.
  - And our fantastic new photographer **Nick Ashfield** was our primary photographer.
  - Our Photography Manager **Marie Léger** also dropped in and did an amazing job at directing our frosh group photos
  - Also a honorable mention to **Emma Prairie** for also working on our social media postings.
- 

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

- New engsoc camera sd card coming in at camera kingston
- First meeting with my managers of the
- Applications for hiring three teams, maybe make a new position for social media?
- Modify the All Eng template
- Fix the Clark digital signage, and migrate to the new software
- Campaign with Sid on a “meet the Deans” thing

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

Have a great week everyone,

Alex McKinnon

(You can include a cute animal picture or cartoon)



### Conferences – Sam Roper

[conferences@engsoc.queensu.ca](mailto:conferences@engsoc.queensu.ca)

Heeeeeeeeeey Council!

Things that I've been doing over the end of last semester/summer:

- Hired all conference co-chairs, got them nice and trained up
- Helped with hiring part of committees
- Keeping up with the Konferences
  - Biweekly updates over the summer
  - Generally acting as liaison for EngSoc
- Getting set up for FYPCO
- Budget/strat plan (coming soon!)

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

- Getting settled back into office hours/school/meetings
- Getting fall hiring under way for all conferences
  - Get frosh excited! Send them my way if they have any questions ☺

Hope y'all had a great summer, I most certainly did!

Love you bye

Sam



This picture has nothing to do w my portfolio but its HILARIOUS

**Design – Hatem Dawaghreh**

**design@engsoc.queensu.ca**

Hello Council!

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

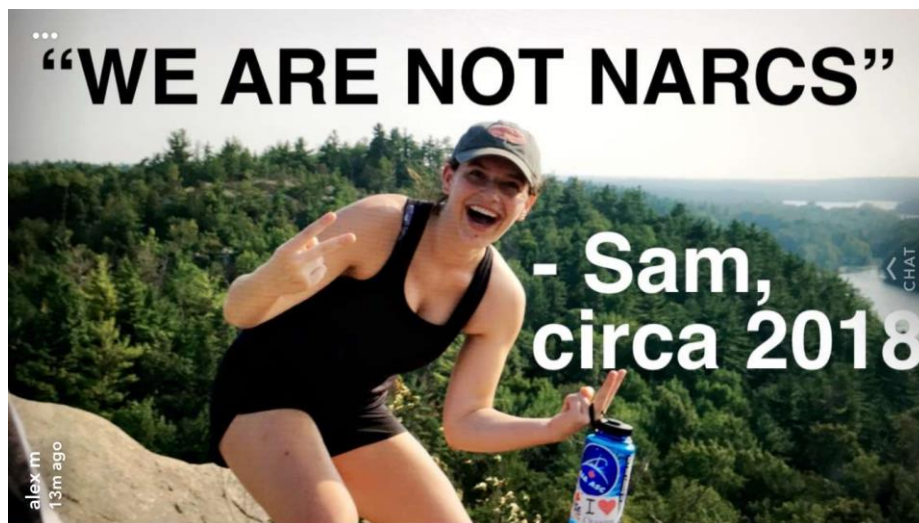
- Not being a narc
- Organizing Design Team Night, which is set to happen on Tuesday September 18<sup>th</sup>
- Had a meeting with the Dean to discuss to the Design Program at Queen's
- Finalizing edits to the stewardship agreements
- Welcoming Sci '22 at orientation week!
- Creating an official ratification process for Design teams

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

- Drinking too much water
- Going through stewardship agreements process
- Outlining workshops to be held throughout the year
- Having design captain 1:1's and then holding design team roundtable
- Running Design Team Night
- 

luv u fam,

Hatem



## Events – Miranda Bundgard

[events@engsoc.queensu.ca](mailto:events@engsoc.queensu.ca)

Hello Council!

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

- Helping out in Orientation Week
- Finalizing all summer documentation and completing goals
- Working with Terry Fox Run coordinators

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

- Hiring the EngVents, EngWeek, and Movember committees

- Running the Terry Fox Run (Sept 23<sup>rd</sup>, feel free to come out to run/walk and for a great BBQ!!)

Like I mentioned above, the Terry Fox Run is coming up, on Sunday September 23<sup>rd</sup>! It's a great way to get involved in the community while raising money for a good cause. I'd like to also take this time to thank Kate Lappan and Abby Sypes for putting in a lot of effort and time to make this event happen.

Cha gheill or nah gheill,

Miranda Bundgard



#TGIT

**External Relations– Zaid Kasim**

**outreach@engsoc.queensu.ca**

*This director didn't submit a report*

## **Finance – Brandon Tseung**

[finance@engsoc.queensu.ca](mailto:finance@engsoc.queensu.ca)

Hello Council!

(Sorry this report was super rushed)

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

- Coordinating finances from Frosh Week and the Grease Pole
- Responding to our clubs and teams for year start balances
- Trying to get access to everything

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

- Here we go again
- Hiring two financial officers
- Possibly setting up this year's first finance training session
- Defining the projects that my FYPCOs will be doing
- Looking into ways to detect counterfeit money and to count cash better

Reminder to apply for Financial Officer by September 26!

Also the 10 year mark since the beginning of the 2008 financial crisis is coming up (September 15) so a reminder to everyone to be financially responsible!

Yours in solidarity,

Brandon Tseung

(You can include a cute animal picture or cartoon)



#CuteDoggo

## **First Year – Emma Prairie**

[firstyear@engsoc.queensu.ca](mailto:firstyear@engsoc.queensu.ca)

Hello Council!

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

- WELCOMING SCI 22!!
- Having fun at oweek
- Sorting out FYPCO and FYC applications (both are up)
- Planning for this semester (FYC, Fypco, ect.)

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

- Talking with frosh
- Helping with Hiring fair and FYE Elections
- Jacket Council
- Hiring FYC committee
- Hiring fypcos

Shout out to Nick Neokleous for sorting out FYPCO stuff, and Rebecca LeBlond for taking awesome initiative with the hiring of FYC Committee!

Also, shout out to everyone who has been really kind and made the class of 2022 feel welcome in their new home!

Have a great week everyone, (or any sign off you prefer)

Emma Prairie

This is Luna and her best friend Lolli!



## **Human Resources – Kodie Becker**

[hr@engsoc.queensu.ca](mailto:hr@engsoc.queensu.ca)

Hi all!

Hope everyone had a great summer! Here's what I've been up to lately:

- Getting dash set up for everyone
- Getting my officers up to date
  - Planning recruitment events/fairs
  - Planning training
  - Setting up feedback surveys
- Being around frosh week and enjoying the sun

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

- Helping people get their applications up
- Giving hiring training
- Looking over hiring policy to narrow down improvements to bring to council
- Running an interview workshop (TBD)
- Hosting a hiring fair (Sept 17<sup>th</sup>)

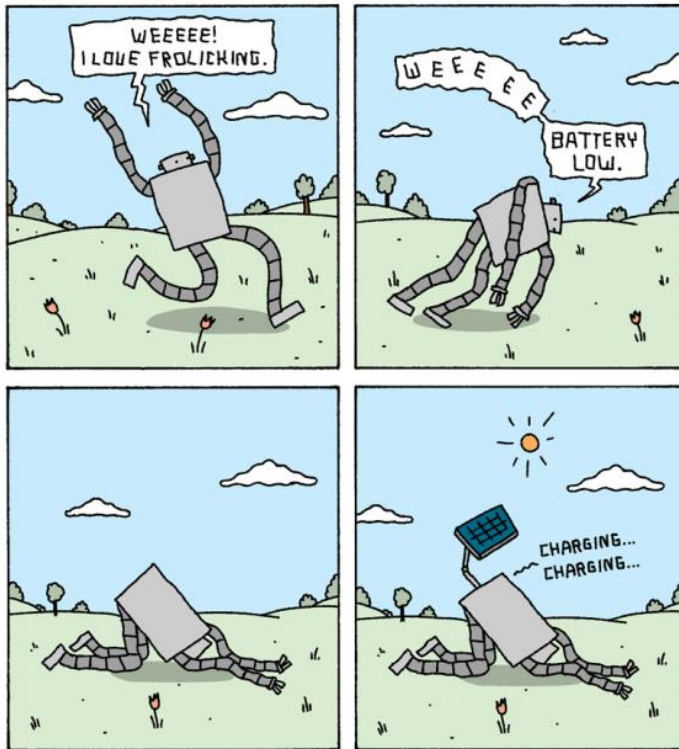
Thanks to Carson for helping set up dash and get the kinks out where needed. And good riddance to EngSoc Apply.

If you have any questions or know someone who's willing to get involved but doesn't know how, come find me! Welcome back everyone :)



Kodie  
Director of Hiring Restrictions

Look forward to some fun comics, like this one of me at the end of the summer:



*War and Peas*

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

Hello Council!

Things that I've been doing over the past Summer:

- Put OWeek info on EngSoc servers
- Migrated multiple design team websites
- Reset emails... Lots and lots of resetting emails
- Trained Patrick, IT Operations Lead
- Set up First Year Reddit Scraper on servers
- And much, much more!

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

- Hiring for IT Team!
- Start to choose best project options for Operations and ESSDev

Until next time folks,

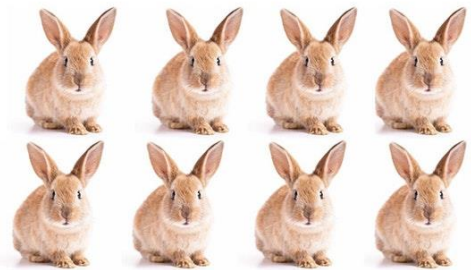
Max Karan

(You can include a cute animal picture or cartoon)

Rabbit



Rabbyte



#Gigarabbyte

### **Internal Affairs – Isabela Dominguez**

[iaffairs@engsoc.queensu.ca](mailto:iaffairs@engsoc.queensu.ca)

Hello council!

Over the summer:

- Prepared for council
- Worked on strat plan budget
- Did this agenda!

Over the next two weeks:

- Organize first year elections
- Organize jacket council

- Team meetings
- Book room for banquet at the Delta

Remember to send motions you want to bring to council before Tuesday of Council week!

Thanks,  
Isabela

**Professional Development – Juliana Brown**  
[pd@engsoc.queensu.ca](mailto:pd@engsoc.queensu.ca)

Hi friends!

Over the summer:

- Finalised strat plan & budget
- Planning Sci 88 mentorship event
- Summit sponsorship outreach
- Compiled PD contact list
- Introductions & meetings with faculty and Career Services

Next Two Weeks:

- Team Training & meeting with this years chairs
- Design team night is next week!
- Consulting Night 25-26<sup>th</sup> September

Thanks for listening!  
Juli

**Services – Tristan Brunet**  
[services@engsoc.queensu.ca](mailto:services@engsoc.queensu.ca)

Hey Council! Welcome back to the beautiful metropolis of K-town! Here's what's been going on in Service world:

- Clark had its first ritual! Woo!
- Tea Room opened on Monday! Hooray!
- CEO sold a bunch of cool swag to frosh! Stylish!
- Golden Words is making waves on campus!

- Science Quest is wrapping up its summer fun and starting up its clubs!

Here's what's gonna be going on in the next few weeks!

- PATIO RITUAL GET HYPED (if you're 19+)
- More Tea Room fun!
- CEO getting stuff organized for Jacket sale!!
- Golden Words making you L-O-L!
- Working with Science Quest to tie loose ends and starting transition docs!
- Setting up meetings to improve the Capital Fund process for our services!

Cheers!

Tristan

