



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University

Thursday, September 27th, 2018

6:00 pm, Dunning 27

- I. Attendance
- II. Adoption of the Agenda: Motion 1
- III. Adoption of the Minutes: Motion 2
- IV. Break
- V. Speakers Business
- VI. Presentations:
 - i. Summer Accountability
- VII. New Business: Motions [1-12]
- VIII. Executive Reports
 - i. President
 - ii. VP (Operations)
 - iii. VP (Student Affairs)
- IX. Director Reports
 - i. Academics
 - ii. Communications
 - iii. External Relations
 - iv. Conferences
 - v. Design
 - vi. Events
 - vii. Finance
 - viii. First Year
 - ix. Human Resources
 - x. Information Technology
 - xi. Internal Affairs
 - xii. Professional Development
 - xiii. Services
- X. Question Period
- XI. Faculty Board Report
- XII. Alma Mater Society Report
- XIII. Senate Report
- XIV. Engineering Review Board Report
- XV. Advisory Board Report
- XVI. Equity Officer Report
- XVII. Club Reports (Sunny)
 - i. Geological
 - ii. ChemEngChem
 - iii. Apple Math
 - iv. Civil
- XVIII. Year Reports
 - i. Sci'19
 - ii. Sci'20
 - iii. Sci'21
 - iv. Sci'22

Speaker: Andrew Farley

Secretary: Natalie Arpin

Motion List

Motion 1

Whereas: This is Sci 22 first council!
& whereas: We still need to discuss things;

BE IT RESOLVED THAT:

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

Moved by: Isabela "So excited to see Sci 22" Dominguez
Seconded by: Andrew "Yay" 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 September 13th, as seen on the Engineering Society website.

Moved by: Isabela "Counting the minutes until Thanksgiving" Dominguez
Seconded by: Natalie "Taking the minutes until Thanksgiving" 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: Julianna "For a Purple Knight" Jeans

Motion 4

Whereas: Mining asteroids sounds cool;
& whereas: The Asteroid Mining Club wants to be an affiliated club;

BE IT RESOLVED THAT:

Council approve the ratification of Queen's Asteroid Mining Club as seen in APPENDIX "ASTEROID"

Moved by: Alastair "Mining" Murray
Seconded by: Isabela "Asteroids" Dominguez

Motion 5

Whereas: IAESTE wants to be an affiliated club;
& whereas: They wrote about what they do;

BE IT RESOLVED THAT:

Council approve the ratification of IAESTE as seen in APPENDIX "IAESTE"

Moved by: Jenna "Clubs are cool" Bozanis
Seconded by: Emily "They sure are" Wiersma

Motion 6

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

BE IT RESOLVED THAT:

Council approve the By Law changes seen in Appendix "TOKE".

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

Motion 7

Whereas: The Society has money;
& whereas: We need to decide how we want to spend it;

BE IT RESOLVED THAT:
Council approve the Operating Budget for the 2018-2019 year as seen in APPENDIX
“BUDGET”.

Moved by: Brandon “So much money” Tseung
Seconded by: Behshid “So much pizza” Behrouzi

Motion 8

Whereas: Some design teams don’t exist anymore;
& whereas: We need to update policy;

BE IT RESOLVED THAT:
Council approve the changes to policy section κ as seen in APPENDIX “DESIGN”

Moved by: Hatem “I’m not feeling so well” Dawaghreh
Seconded by: Isabela “Don’t disappear” Dominguez

Motion 9

Whereas: Some design teams are no longer competing;
& whereas: They still participate in competitive natured activities;

BE IT RESOLVED THAT:
Council approve the changes to policy section κ as seen in APPENDIX “TEAMS”

Moved by: Hatem “Competitive nature” Dawaghreh
Seconded by: Isabela “Does playing monopoly count?” Dominguez

Motion 10

Whereas: Policy says that design teams need to talk to the Dean to get ratified;
& whereas: Nobody really does that;

BE IT RESOLVED THAT:

Council approve the changes to policy section κ as seen in APPENDIX “BYEDEAN”

Moved by: Hatem “The Dean is a busy person” Dawaghreh

Seconded by: Isabela “They sure is” Dominguez

Motion 11

Whereas: The Committee on External Communications needs more people;
& whereas: We need to elect First Years;

BE IT RESOLVED THAT:

Council elect _____, _____, _____, to sit on the Committee on External Communications.

Moved by: Zaid “Another election” Kazim

Seconded by: Carson “Elect people” Cook

Motion 12

Whereas: Bursary Committee needs people;
& whereas: Let’s elect people;

BE IT RESOLVED THAT:

Council elects _____, _____, _____, to sit on Bursary Committee;

Moved by: Carson “Bursaries are good” Cook

Seconded by: Isabela “Yes they are” Dominguez

Executive Reports

President – Carson Cook

president@engsoc.queensu.ca

Hello Council!

Sorry I'm not present this Council, I'm in Fredericton at CFES President's Meeting, trying to build relationships and advocate for Queen's Engineers benefits! I am on my phone if anyone needs to ask me a question, and I'm (hopefully) watching the livestream.

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

- Hiring OC
- Hiring SciFormal Convener
- Prepping for President's Meeting
- Helping finalize budgets
- AMS assembly – reviewing their budgets and strategic plans
- 125th anniversary celebrations

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

- Hiring Chief FREC and FREC Committee
- Hiring SciFormal Chairs
- President's Meeting for CFES, and post-evaluation/presentation
- Executing Homecoming PD & 125th Anniversary events

If you or anyone you know is in extracurriculars that bring value back to Queen's undergraduate engineers and could use financial support, contact me! The AMS has publicly shown they are willing to financial support external endeavors that bring value back to students, so reach out to me and I can help you reach out to the AMS for support!

Also, if you haven't noticed, it's the 125th Anniversary of Queen's Engineering! They have had some photo ops and handed out some free merch – there will be lots more opportunities for free merch and sick pics (especially at Homecoming), so keep an eye out!

Thanks!

Carson



QLife = Best Life

VP (Operations) – Behshid Behrouzi

vpops@engsoc.queensu.ca

Hello Council!

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

- Sci Formal finances
- Closing O-Week finances
- Making sure services are off to a good start and optimising process where possible
- Capital fund proposal review
- EngLinks budget review
- Directors budget proposal review

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

- Improving investment banking processes and increasing shareholders
- Final round of finance training with services and bookkeepers

Kind Regards,

Behshid Behrouzi

VP (Student Affairs) – Emily Wiersma

vpsa@engsoc.queensu.ca

Hello Council!

Past two weeks:

- Met with year and discipline club presidents
- Faculty board
- Statics with directors
- Finalizing CDE reps
- OC and Convener interviews
- Looking at council dates

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

- Sci '20 elections
- Finishing up OC and Convener, beginning Chief FREC
- Eagerly awaiting my FYPCO!
- Submitting delegate info to CDE

Here's to not being sure what week it is but being excited all the same!,

Emily



Director Reports

Academics – Sidney Picco

academics@engsoc.queensu.ca

Hey friends!

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

- Financial logistics and state of the BED Fund
- Prep for EngSoc-Faculty Academic Office Hours
- EngLinks financials – tracking and planning for the future.
- Planning BED Fund presentation to council, Faculty and discipline reps.
- BED Fund council motions.
- Katie (Academic Feedback Officer) attended the AMS Academic Affairs Commission on my behalf.
- Capital Fund meetings.

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

- Working with Leigh to plan first-year academic caucus
- First EngSoc-Faculty Academic Office Hour
- Training BED Fund reps.
- Collaborating with the Engineering Associate Dean of Academic and AMS Academic Grievance Center to better train their staff to assist engineering students.
- Hiring BED Fund Discipline Rep Coordinator with Liam.
- Wrapping up all 2017-2018 BED Fund purchases with Liam.

Big thanks to:

- The BED Fund Team for all the work they put in to wrap up the 2017-2018 purchases!
- EngLinks team for running an awesome Vector Review Workshop!
- Levi for organizing SafeTalks suicide alert training for the iCon staff!
- Katie for attending AMS Academic Affairs Commission on my behalf

Don't forget, the First EngSoc-Faculty Academic Office Hour on Oct 4th from 10:30-1:30.
Academic Feedback forms are now up on the Academics page of the EngSoc website under Feedback!

Have a great week everyone,

Sid



Communications – Alexander McKinnon
communications@engsoc.queensu.ca

Hello Council!

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

- Our team is hiring! Looking for:
 - Photographers
 - Videographers
 - Graphic Designers
- We're also hiring three Internal Records Officers
- Marketing our communications team job postings for applicants. (shoutout to Marie Léger for taking on this project)
- Currently running a backup of the comm drive. I've been noticing it has been having reliability issues connecting to my laptop.
- Frosh week media team finally uploaded the last of the photos they were sitting on.

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

- New EngSoc camera SD card still hasn't happened yet. Will happen in the next two weeks.
- Will sit down with our social media manager to discuss how to best build up his portfolio
- Modify the All Eng Template. Separate events from job postings to emphasize it's more than a recruitment newsletter
- Fix Clark digital signage and upgrade the system.

Any specific reminders you might have about an event or initiative you have coming up. This is also a nice time to thank people, etc.

Stay Golden,

Alex McKinnon

(You can include a cute animal picture or cartoon)



Conferences – Sam Roper
conferences@engsoc.queensu.ca

Heeeeeeeeeey Council!

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

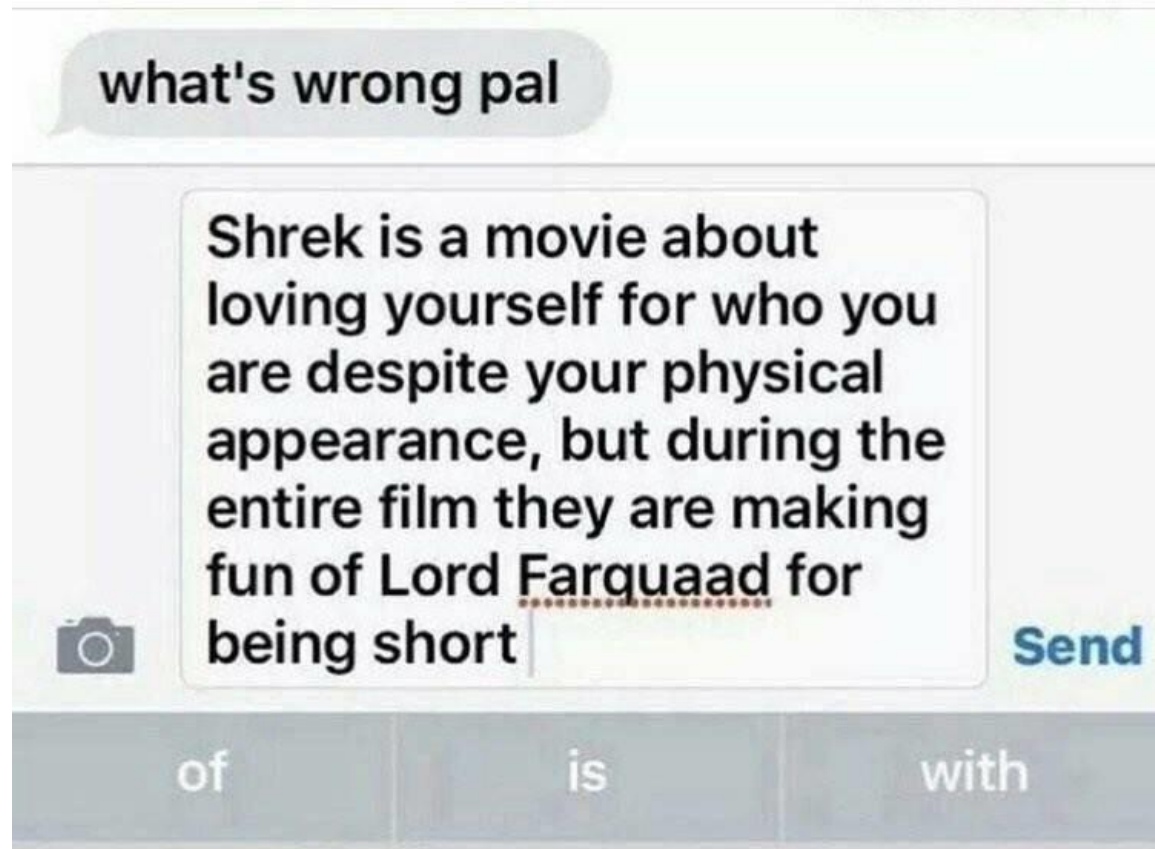
- Got conferences set up for hiring
- Frosh rep hiring happens this week woohoo
- Had meetings with all co-chairs


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

- Reaching out to clubs
- Helping out with hiring as required
- Continuing co-chair meetings

Love you bye

Sam





Design – Hatem Dawaghreh
design@engsoc.queensu.ca

Hello Council!

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

- Not being a narc.
- Ran Design Night, which was **hugely** successful!
- Taking care of some policy-related issues with design teams.
- Stewardship agreements.
- Creating an official ratification process for Design teams.

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

- Organizing workshops to be held throughout the year.
- Having design captain 1:1's and then holding design team roundtable.
- Start space allocation project.
- Meeting with faculty.
- Eating.

Cheers!

Hatem

Events – Miranda Bundgard

events@engsoc.queensu.ca

Bonjour mes amis,

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

- Finalizing all details relating to the Terry Fox Run and holding the event – thanks to everyone who came out!
- Meeting with various chairs/coordinators

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

- Hiring the EngVents, EngWeek, and Movember committees/exec member
- Meeting with a student to discuss a possible new event
- Discussing details of an Eng-Nursing collaborative event with the Nursing Events Coordinator
- Working on details for Dean's Wine and Cheese
- Begin to create a comprehensive inventory list for the Events locker
- Getting a FYPCO... hopefully??
 - Meeting with said FYPCO and introducing them to the role/their project/EngSoc!

For those who still want to donate to the Terry Fox Run, have no fear - you still can!
Check out <https://goo.gl/xW9zvx> to do just that and learn more!

Cha gheill or nah gheill,

Miranda Bundgard



External Relations– Zaid Kasim

outreach@engsoc.queensu.ca

Hey Council!

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

- Finished the annual Swab Drive; 147 Donations!!!
- Working on confirmation local youth Hockey Team sponsorship;
- Organizing dates for the Blood Drive "Give Life Shuttle Bus" monthly donation trip dates for the year;
- Helped with preparing the Community Outreach Team (COT) member interview questions;
- Had an awesome time at the Terry Fox run!
- Phone call with ESSCO President about relationship moving forward

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

- Meeting with the Canadian Blood Services representative about the Engineering Society's continuing participation in the Partners for Life Program;
- Helping Fix 'n Clean with event preparation;
- Working on developing more of a relationship with the youth hockey team we sponsor;
- Helping with COT member hiring.
- First ExCommCom meeting! Exciting 😊

Nothing else from me,

Hope everyone has a sick week!

Zaid (yeetboy)



Some dog and me, I love this dog.

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
- Trying to get access to everything
- Advertised my positions at the hiring fair
- Met with QSIG to discuss opening a student investment account

- Trying to rebrand my EngSoc office hours as lit with fire beats
- Looking over budgets

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

- Building my office hours Spotify playlist
- Hiring two financial officers (yay!)
- Helping hire the BED Fund Coordinators
- Working with the Training Officer to set up finance training
- Updating the EngSoc Financial Handbook
- First meeting with the whole finance team (?)
- Meeting with the Advisory Board to discuss ways to potentially invest the Capital Fund

Cha gheill,

Brandon Tseung

(You can include a cute animal picture or cartoon)



First Year – Emma Prairie

firstyear@engsoc.queensu.ca

Hello Everyone!

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

- Electing FYE
- Having fun at Jacket Council
- Finalizing FYPCO and FYC applications (both are up)
- Hosted event
- Booking rooms for stuff
- Planning other events!
- Had booth at hiring fair
- EngLinks ran an amazing EPT fittings

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

- Talking with frosh
- Helping with Jacket Fittings
- Jacket Council
- Hiring FYC committee
- Hiring fypcos

Shout out to Kodie for the awesome hiring fair, and the englinks team for helping me achieve my dreams of helping more frosh!

Ok bye now,

Emma Prairie

This is Luna practicing boat safety!



Human Resources – Kodie Becker

hr@engsoc.queensu.ca

Hello all!

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

- Helping people with dash/hiring/errors/emails/questions
- Giving hiring training
- Ran involvement fair
- Ran interview workshop
- Ran in the Terry Fox run

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

- Dealing with people starting hiring
- Giving hiring training
- Helping get ERB organized
- Looking over hiring policy to narrow down improvements to bring to council

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 Hungry Running

Me looking at hiring policy:



War and Peas

Information Technology – Max Karan

doit@engsoc.queensu.ca

Hello Council!

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

- Set up QWiSE with Tickera and SSL
- Met with Legal Hackers for collab event
- Helped deploy sciformal hourlogger on servers with Connor Macdonald
- Hiring prep
- Dash transitioning
- Resolved EngLinks mailing error
- Email resets... lots and lots of email resets

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

- Hiring for IT Team!
- Set up SSL on hourlogger
- More Dash transition
- More email resets

Until next time folks,

Max Karan

bröther may i have some lööps



#forlööp

Internal Affairs – Isabela Dominguez

iaffairs@engsoc.queensu.ca

Hello Council!

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

- Jacket council!
- First Year Elections
- Team meetings

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

- Start booking the room for banquet
- I'm very excited to get a fypco soon!
- Update the website

Professional Development – Juliana Brown

pd@engsoc.queensu.ca

Hi Amigos,

Last two weeks:

- Lots of phone calls with Bain, BCG
- PD Pier day (team bonding yay!)
- Resume review service is back up and running
- Hiring with conferences
- 1-1 Resume reviews - p

Next Two Weeks:

- Resume review training for the Industry Team
- Applications for Sci 88 Mentorship event to be posted
- Wrapping up logistics for hoco events
- Attending information sessions

Thanks for listening!

Services – Tristan Brunet

services@engsoc.queensu.ca

Hey everyone! Welcome to Council 2: Electric Boogaloo! And welcome to your first council frosh!

Here's what's been going on in Service world

- Had some meetings with members of Advisory Board to start some initiatives this year
- Had a meeting with all the business managers to get everyone on the same page for this year's finances
- Had a meeting with all the head managers to go over Capital Fund proposals we'll be bringing to Advisory Board

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

- CLARK HALL CLUB IS THIS THURSDAY AND YOU SHOULD GO (if you're 19+)
- Helping CEO run Jacket Fitting!
- Laying down the ground work for FYPCO projects and long-term initiatives concerning organization of the Capital Fund and Strategic Planning

Have a good one!

Tristan