



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Annual General Meeting Agenda

Engineering Society of Queen's University

Friday, March 20th, 2020

12:00 pm, Beamish-Munro Hall Room 106a

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|------|-----------------------------------|-------------------------------|
| I. | Attendance | vii. Finance |
| II. | Adoption of the Agenda: Motion 1 | viii. First Year |
| III. | Adoption of the Minutes: Motion 2 | ix. Human Resources |
| IV. | Speakers Business | x. Information Technology |
| V. | Executive Oath | xi. Internal Affairs |
| VI. | New Business: Motions [3-18] | xii. Professional Development |
| VII. | Director Reports | xiii. Services |
| | i. Academics | xiv. Social Issues |
| | ii. Communications | |
| | iii. Conferences | |
| | iv. Design | |
| | v. Events | |
| | vi. External Relations | |

Speaker: Zaid Kasim

Secretary: Delaney Benoit

Motion List

Motion 1

Whereas: A preliminary agenda was made;
& whereas: we need to approve it;

BE IT RESOLVED THAT:

Council approve the preliminary agenda of the Annual General Meeting of Friday, March 20th, 2020, to be send out no later than Sunday March 22nd, at 12:00 pm.

Moved by: Zaid Kasim
Seconded by: Delaney Benoit

MOTION PASSES

Motion 2

Whereas: It's a year since the last Annual General Meeting;
& whereas: We need to approve the minutes;

BE IT RESOLVED THAT:

Council approve the minutes of the Annual General Meeting of Thursday, March 21st, 2019.

Moved by: Zaid Kasim
Seconded by: Delaney Benoit

MOTION PASSES

Motion 3

Whereas: There is a global pandemic;
& whereas: The Engineering Society must continue it's operations;

BE IT RESOLVED THAT:

Council approve that the Engineering Society Executive possess all Council and AGM powers until the normal Council schedule resumes.

Moved by: Zaid Kasim
Seconded by: Delaney Benoit
Thirdded by: Jinho Lee

MOTION PASSES

Motion 4

Whereas: External Conferences are great;
& whereas: Conference delegate training would make them even better;

BE IT RESOLVED THAT:

Council approves the changes to Policy as seen in APPENDIX
"SHEEV_PALPATINE_IS_LOVE".

Moved by: Jonah Opler
Seconded by: Zaid Kasim

MOTION PASSES

Motion 5

Whereas: External Conferences are great;
& whereas: Conference delegate training would make them even better;
& whereas: There is also By-Law that must be changes;

BE IT RESOLVED THAT:

Council approve the changes to By-Law 10: Section D – Conferences and Competitions, as seen
in APPENDIX "SHEEV_PALPATINE_IS_LIFE".

Moved by: Jonah Opler
Seconded by: Zaid Kasim

MOTION PASSES

Motion 6

Whereas: We have some awesome conferences;
& whereas: Q-WASE would love to be ratified;

BE IT RESOLVED THAT:

Council ratify the Queen's Women in Applied Science and Engineering Conference for the 2020-
2021 fiscal year.

Moved by: Allison Finer
Seconded by: Delaney Benoit

MOTION PASSES

Motion 7

Whereas: We have some awesome conferences;
& whereas: Q-WASE would love to be ratified;
& whereas: There is associated policy changes;

BE IT RESOLVED THAT:

Council approve the Policy changes as seen in Appendix "Q-WASE".

Moved by: Allison Finer
Seconded by: Delaney Benoit

MOTION PASSES

Motion 8

Whereas: We have some awesome conferences;
& whereas: Q-WASE would love to be ratified;
& whereas: There is associated by-law changes;

BE IT RESOLVED THAT:

Council approve the changes to By-Law8: Section 5.B.5 as seen in APPENDIX "Director of Conferences By-Law".

Moved by: Allison Finer
Seconded by: Delaney Benoit

MOTION PASSES

Motion 9

Whereas: Regardless of extreme circumstances with the COVID-19 outbreak, the Engineering Society still needs an Advisory Board for the 2020-2021 school year;
& whereas: The Engineering Society Council needs to be flexible during this time;

BE IT RESOLVED THAT:

Council approve that the Advisory Board Nominating Committee have full jurisdiction in choosing its student, faculty, and alumni members for the 2020-2021 school year without any additional Council approval.

Moved by: Carson Cook
Seconded by: Zaid Kasim

MOTION PASSES

Motion 10

Whereas: It's good to own land!;
& whereas: The Engineering Society and Research Center (Kingston) allows us to hold it;

BE IT RESOLVED THAT:

The Queen's Engineering Society and its members recognize that Spencer Lee, Ben Zarichny, and Alex Koch-Fitsialos will sit on the Engineering Society and Research Center (Kingston) Board of Directors as of May 1st, 2020.

Moved by: Ben Zarichny
Seconded by: Spencer Lee
Thirded by: Alex Koch-Fitsialos

MOTION PASSES

Motion 11

Whereas: Thomas is old and it's time for him to retire;
& whereas: we need to find his replacement;
& whereas; we shouldn't do it now;

BE IT RESOLVED THAT:

Speaker elections be completed during the next official sitting of Council.

Moved by: Zaid Kasim
Seconded by: Jinho Lee

MOTION PASSES

Motion 12

Whereas: Spencer, Ben, and Alex are so excited to have a team;
& whereas: here's their team;

BE IT RESOLVED THAT:

The following be ratified by the Annual General Meeting for their respective positions.

- Nick Arnot as the Director of Academics
- Arhum Chaudhary as the Director of Communications
- Brian Seo as the Director of Clubs & Conferences
- Liam Murray as the Director of Design
- Rochana Gunawardana as the Director of External Relations
- Salma Ibrahim as the Director of Finance
- Rein Tiisler as the Director of First Year
- Craig Maslan as the Director of Human Resources
- Alexander McKinnon as the Director of Information Technology
- Alison Wong as the Director of Internal Processes
- Varnikaa Gupta as the Director of Professional Development
- Andrew Kernerman as the Director of Services
- Julia Newcombe as the Director of Social Issues

Moved by: Spencer Lee

Seconded by: Ben Zarichny

Thirded by: Alex Koch-Fitsialos

MOTION PASSES

Motion 13

Whereas: The summer is coming up;
& whereas: we need to approve the Incoming Executive's summer plan;

BE IT RESOLVED THAT:

Council approve the Incoming Executive Summer Plan as seen in Appendix "Summer Plan".

Moved by: Zaid Kasim

Seconded by: Jinho Lee

MOTION PASSES

Motion 14

Whereas: The summer is coming up;
& whereas: we need to approve the Incoming Executive's summer budget;

BE IT RESOLVED THAT:

Council approve the Incoming Executive Summer Budget as seen in Appendix "Summer Budget".

Moved by: Zaid Kasim
Seconded by: Jinho Lee

MOTION PASSES

Motion 15

Whereas: Queen's University is hosting the Ontario Engineering Competition;
& whereas: we may host additional external conferences in the future and it makes sense for them to be considered temporary corporate initiatives;

BE IT RESOLVED THAT:

Council approve that OEC along with any future ESSCO or CFES hosted events be considered temporary corporate initiatives during their tenure.

Moved by: Zaid Kasim
Seconded by: Jinho Lee

MOTION PASSES

Motion 16

Whereas: Delaney Benoit has done amazing work this year;
& whereas: we should pay her 1 weeks' worth of summer pay to recognize her contributions to the Engineering Society;

BE IT RESOLVED THAT:

Council approve that Delaney Benoit, President of the Engineering Society, be paid 1 week's worth of summer pay as an honorarium.

Moved by: Zaid Kasim
Seconded by: Jinho Lee

MOTION PASSES

Motion 17

Whereas: Jinho Lee has done amazing work this year;
& whereas: we should pay him 1 weeks' worth of summer pay to recognize his contributions to the Engineering Society;

BE IT RESOLVED THAT:

Council approve that Jinho Lee, Vice-President (Operations) of the Engineering Society, be paid 1 week's worth of summer pay as an honorarium.

Moved by: Zaid Kasim
Seconded by: Delaney Benoit

MOTION PASSES

Motion 18

Whereas: Zaid Kasim has done amazing work this year;
& whereas: we should pay him 1 weeks' worth of summer pay to recognize his contributions to the Engineering Society;

BE IT RESOLVED THAT:

Council approve that Zaid Kasim, Vice-President (Student Affairs) of the Engineering Society, be paid 1 week's worth of summer pay as an honorarium.

Moved by: Jinho Lee
Seconded by: Delaney Benoit

MOTION PASSES



Executive Reports

Note that Executive Reports are included separately as 1 page documents outlining the full year.

Director Reports

Academics – Helen Rotenberg

academics@engsoc.queensu.ca

No Report Submitted

Communications – Ally Shikaze

communications@engsoc.queensu.ca

Hello Council!

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

- Transition
- Wrapping up portfolio
- Sending out the All Eng
- Promoting hiring opportunities

Things that I will be doing for the rest of the year:

- Finishing transition
- Wrapping up portfolio/projects with my team
- Sending out the All Eng
- Anything relevant that comes up to make the end of this year as smooth as possible

Thank you all for a great year, and to my fellow Sci'20s, best of luck out there in the real world!

Ally Shikaze



Wishing you all the happiness in the world! 😊

Conferences – Allison Finer

conferences@engsoc.queensu.ca

Hi Everyone!

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

- Completing my transition manual
- Gathering transition manuals and final budgets from conferences
- Club roundtable
- Transitioning

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

- Finishing up transitioning
- Conferences and clubs will be hiring teams



Thank you!

Allison

Design – Max Bigioni

design@engsoc.queensu.ca

Hello Council!

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

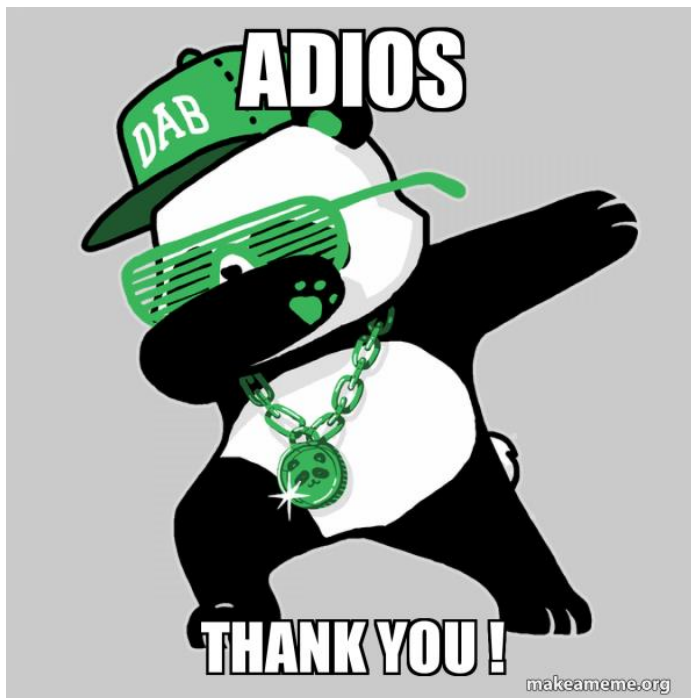
- Making sure bay is ready for inspection
- Working with teams for hiring changes
- Transitioning

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

- Continue to help with hiring issues
- Collecting keys
- Working with my lower to get ready for next year

Been great working with all of you,

Max Bigioni



Adios amigos #weaudi

Events – Christina Bisol
events@engsoc.queensu.ca

No report submitted.

External Relations – Jonah Opler
events@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past however much time:

CFES

- Met with CFES delegates and prepared a presentation, stay tuned to your inboxes!

Outreach Team

- Everything is cancelled... ☹

Blood Donation

- Last trip went out on March 10

Transition

- All done!

Hiring

- **APPLY NOW OR SPREAD THE WORD!!!!**
 - Outreach Head Manager
 - Outreach Assistant Managers
 - Fix n Clean Coordinators
 - Terry Fox Run Coordinators
 - Movember Chairs
 - APPLY NOW
 - APPLY NOW
 - APPLY NOW

ExCommComm

- In the process of voting on our recommendations for next year re. CFES and ESSCO, stay tuned to your inboxes!
- Delegate training
 - We have developed a module for training delegates attending external (CFES and ESSCO) conferences and have put into policy the requirement for external delegates to be trained by DoER or another appropriate person!
- Survey
 - Plans for a future survey are in the works, will likely be a feedback-related survey that will be sent to all engineers regarding their engagement with EngSoc's initiatives, services, events, etc.

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

- Idk man, what do I do with my life now???

I leave you with one more meme of me inserting my face onto another photo. But this time it's META.



Also remember the time I was a shovel? Ya that happened.



I LOVE EVERYONE. MISS YOU ALREADY. HAVE A GREAT... SUMMER? REST OF THE SEMESTER? IDK HONESTLY BUT JUST HAVE A GREAT.

Finance – Liam Cregg

finance@engsoc.queensu.ca

Greetings from self-isolation!

What I've done since the last council:

- Finished up a couple of month-ends
- Worked on getting the last cheque reqs in/ mailing those out
- Working on finalizing some actuals
- Compiling a list of e-transfers to send to those who weren't able to get a cheque
- Moved affiliated group balances over to BOE
- Transitioning Salma!

Things that I will be doing the rest of the year:

- Figuring out how to automate/make e-transfers more efficient

- Finishing up Feb and March (and eventually April) month-ends
- Continuing to transition Salma (via online methods)
- Trying to help Salma figure out FO interviews/hiring
- Dealing with the general confusion that is EngSoc right now!

Liam Cregg, Director of Finance

First Year – Nick Neokleous

firstyear@engsoc.queensu.ca

Hey Friends,

Here's what I've been up to:

- Transitioning Rein
- Transitioning Rein some more
- Did I mention transitioning Rein?
- Finalizing things for super semi, and year merch with year exec
- Prepping for physics cookies
- Then there was a pandemic
- Cancelling things for super semi
- Cancelling physics cookies
- Most importantly, reaching out to the first years to try and keep them updated when and where possible.
- These have been interesting times, but I think everyone is managing in their own way.
 - o Year merch will definitely still arrive, and super semi may still happen next year!

Things I will be doing over the next two weeks:

- Sending emails to the first years whom I miss greatly, trying to keep them informed and keep things lighthearted.
- Continuing to transition Rein and help him where and when needed
- Checking in with my team and encouraging transition manuals be wrapped up
- Checking in with year exec/figuring out how elections will work for second year exec
- Watching some quality TV

Reminders:

- I will miss all of you.

Thank you for a wonderful year,

Nick "I didn't submit a motion but want a fun middle name anyway" Neokleous

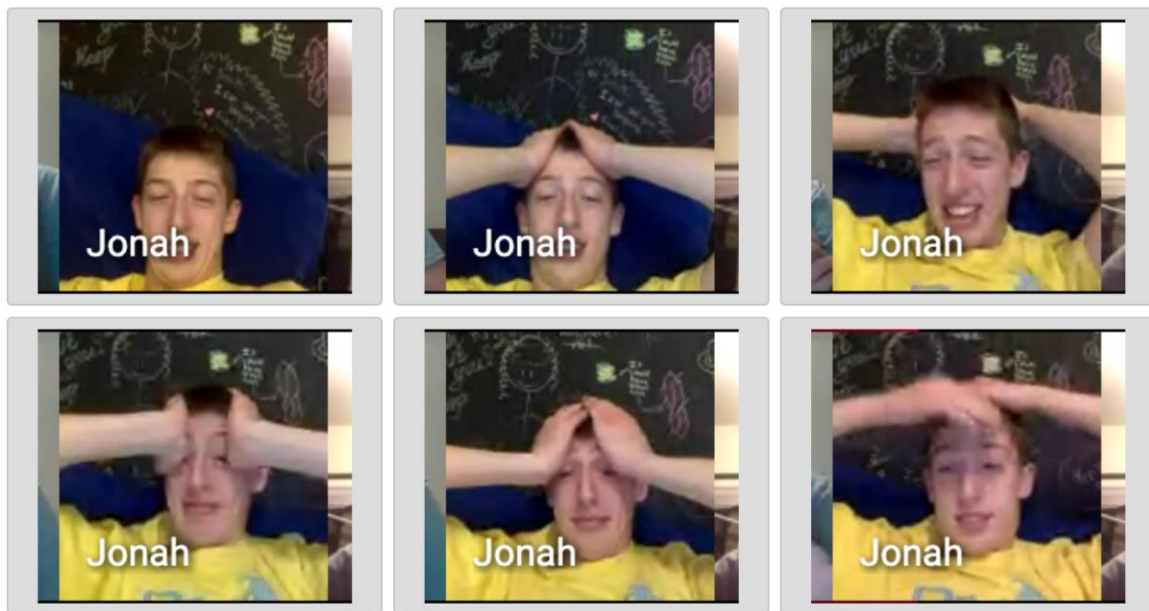


Figure 1: I was gonna post a picture of the whole team, but I realized I didn't have any 😞 so here is the Jopler bread

Human Resources – Bethany Viray

hr@engsoc.queensu.ca

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

- Transitioning Craig <3
- Hiring stuff (as always)

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

- More winter hiring stuff
- Continue transitioning Craig
- Wrapping up things for the year

Congratulations to the ED Team of 2020-2021! You are now officially in your positions. Can't wait for the wonderful work you will all do this year.

I also just want to take the time to say that despite everything that's going on right now, I am so incredibly thankful for the past year... to ED 19-20, you are all truly such amazing, hard-working, genuine people. I could not have asked for a better team to not only work with, but also call my friends. I have no doubt that you will all go on to do great things. The future is so bright for all of you.

Much love and thank you for the memories.

Bethany Viray



(When this photo was taken, I honestly underestimated how much the people in it would come to mean to me. Thank you for an awesome year guys)

Information Technology – Andrew Farley

doit@engsoc.queensu.ca

No report submitted.

Internal Affairs – Ben Zarichny

iaffairs@engsoc.queensu.ca

Hello Council!

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

- AGM and council were cancelled
- Elections were cancelled

- Banquet was cancelled
- 😞

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

- Uploading updated policy/by-law to the website
- Finish updating my budget

Thanks to:

- Council for the amazing year
- Dana, Raed and Laure for being so great to work with and making my job so much easier
- Elections committee for doing an amazing job
- Mason for being a great fypco
- Thomas for being the best Speaker I could've asked for, you're gonna do amazing next year as DoG
- All of the directors for making the year so memorable

Have a great year everyone! I can't wait for next year!

Ben Zarichny



Professional Development – Liam Hough

pd@engsoc.queensu.ca

Hello Council!

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

- Transitioning Varnikaa
- Ran the Bain & Co event at Clark successfully
- Wrapped up workshops, alumni, summit and industry
- Finishing 5 Year Plan for the Strategic outlook of the PD Portfolio

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

- Wrapping up loose ends
- Concluding budget
- Transition new team
- Work to transition marketing team work to new team
- Missing the ED team

I just wanted to say thank you to everyone at council for some amazing work this year. You have all done some amazing things and advocated for the various Engineering student bodies. Through the ongoing (and long!) councils, each of you continued to represent various values and bring up ideas that were very important to understand when making decisions. It is through this hard work that we can support the diversity of Queen's students and allow for everyone to achieve greatness.

To all the graduating students, thank you so much for all your hard work throughout your years at Queen's. It is truly remarkable to see such caring people in the Engineering community, and I am excited to see where your next chapter takes you.

To my PD team, thank you for all your hard work and dedication to growing the PD portfolio and allow for more students to gain opportunities in their future. It is because of you that Queen's has such an amazing Alumni connection and students can obtain any career they want.

Finally, to the amazing ED team. It has been a true pleasure to work with such a motivated and hard-working group of individuals. We have all accomplished amazing things and have pushed to improve the experience of every Engineering student. Thank you so much for your amazing work and I will miss you all <3 !

Stay professional and thank you very much for an amazing year!

Liam Hough – DoPD - out

#PD4Lyfe – love you all!



Services – Sarah Hatherly
services@engsoc.queensu.ca

No report submitted.

Social Issues – Abbey Ford-King
dosi@engsoc.queensu.ca

No report submitted.