

###### Council Minutes

Tuesday, September 22, 2020

6:30 pm, Video Conference

Speaker: Thomas Wright & Zaid Kasim

Secretary: Ilir Gusija

*Council begins, 6:30 pm.*

# I. ATTENDANCE

# II. ADOPTION OF THE AGENDA: Motion 1

##### Motion 1

Whereas: An agenda was made;

& whereas: we need to approve it;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Tuesday, September 22nd, 2020, as seen on the Engineering Society website.

Moved by: Thomas “I’ve been Speaker for a year and half” Wright

Seconded by: Alex “An eternity in Speaker time” Koch-Fitsialos

**Motion passes, 6:32 pm.**

# III. Adoption of the Minutes: Motion 2

##### Motion 2

Whereas: It’s been some amount of time since the last council;
& whereas: The minutes need to be approved;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Tuesday, September 22nd, 2020, as seen on the Engineering Society website.

Moved by: Thomas “Last Friday Night” Wright

Seconded by: Ilir “We ratified some clubs” Gusija

**Motion passes, 6:34 pm**

Peter Matthews: As a point of information zoom has built in poll functions.

Thomas Wright: I just learned about that recently, we will use that next Council.

# IV. BREAK

*Break starts 6:34 pm*

*Break ends 6:36 pm*

# V. Speaker’s Business

Thomas Wright: To begin, let us acknowledge that Queen’s is situated on traditional Anishinaabe and Haudenosaunee territory. We are grateful to be able to be live, learn and play on these lands. Since we’re all calling in from different places I encourage you to learn a little bit about the land you are on.

# VI. Presentations

## Exec Accountability

Spencer Lee: I use he/him pronouns, I am president.

Alex Koch-Fitsialos: I am vice president of student affairs.

Ben Zarichny: I am vice president of operations.

Spencer Lee: We will give you a presentation overview of what we did over the summer. If you have any questions, look over our report or ask questions. Our summer was quite different than any other summer because of COVID-19 restrictions, so our summer was spent adjusting to those and school online. The second major thing we didn’t plan on was the black lives matter movement and looking at events EDI etc. Looking at ongoing meetings. Also looking at administrative tasks since it will all be online.
Ongoing meetings:

Alex Koch-Fitsialos: I did work with the faculty and the remote teaching groups, preparing for the upcoming academic year. Also, working with directors the on gender in engineering panel.

Ben Zarichny: For the vice president portfolio, working with all different services consistently and making sure it works under COVID-19 and for finances keeping up with the bookkeeper

Alex Koch-Fitsialos: For the month of May, this was a major transition period, learning about campus closures and how this would affect services on campus. We came out with our exec intro videos, planning of budgets and strategic plans. First point of contact with our rector.

Spencer Lee: June: EngConnect app began development. Held bursary committee meetings. Met with all directors to plan out summer and fall online (strategic plan template) making sure all services were planning correctly. We started to react to BLM and started putting out messages and brainstorming initiatives. Shutdown STEM was a day where all processes stopped so people could educate themselves on systemic racism and the roots. Accompanied by a townhall with the faculty committee to found the Society of Black engineers

Alex Koch-Fitsialos: July: SOAR started. OEC we started looking into ways to push hosting rights into 2022, lots of discussion with ESSCO. And lots of discussions. Released ENGSOC EDI action plan, work isn’t done, thanks to all involved. We will also be coming out with accountability report, which can hopefully be taken on by next exec. EDI focused month. Looked at ENGSOC to see what can be fixed. O-WEEK was planned on. We looked a lot at space access which is not usually done. Monday tea-room will be opened. #Shutdownstem follow up done.

Spencer Lee: August: Tearoom proposal presented to university admin (now accepted). We got a delivery of engineering notebooks (replaced engineering agenda). O-week registration opened; primers sent out. One of directors brought up international student tuition raise; we saw what we could do to advocate for that with AMS and fix that (domestic tuition is capped but not international, so they get screwed over). EngConnect launched, finalised budgets and strategy plans. Moving into the presentation for ESSCO.

Ben Zarichny: Summer actuals: unexpected purchases: zoom license, postage, spencer’s webcam. Planned purchases: that were not made: first aid, stickers, crest paint, name tags. Summary: 9000 allocated, 2306.56 expenses, Adobe creative cloud was not included on original budget (around 1500 dollars) Overall we spent 1000 less than predicted, net surplus 6693.

Spencer Lee: Any questions?

Peter Matthews: First off thank you, this summer was unprecedented, we all appreciate you. One quick comment, there was not much communication this summer between exec and council, I understand why you couldn’t do the usual videos, I just wonder why there weren’t any quick little emails.

Spencer Lee: We could not send out as many videos because we couldn’t use the lounge unless necessary. For the written stuff, we didn’t have council specific stuff but we sent out stuff to student body which was less in detail but still covered enough. Sorry for that, I hope you look at our written report.

Alex Koch-Fitsialos: we had to prioritise what was going on at the moment over usual tasks like sending out the reports.

David Hoskin: I was looking at the august slide and saw the OEC thing what is going on with that?

Alex Koch-Fitsialos: What’s going on is since its online, and the team is volunteers. They are not willing to go forward with it. We’re hoping to move with it in 2022, we cannot juggle everything at once and it won’t be feasible for this year since moving it online involves a lot of time and work. But 2022 is in the works.

David Hoskin: Is the Canadian engineering competition not happening?

Alex Koch-Fitsialos: OEC will still happen ESSCO will take it over. The CEEC has been in contact with us and has contingency plans if it doesn’t happen but you can still qualify for CEEC since OEC is happening.

Spencer Lee: CEEC has an online platform and OEC is planning on modeling a similar one. But for us we’d have to find a new platform.

Thomas Wright: Thank you all.

# VIi. New Business

##### Motion 3

Whereas: Thomas is old and it’s time for him to retire;

& whereas: We need to find his replacement;

BE IT RESOLVED THAT: Council elect Zaid Kasim as the Speaker/Chief Electoral Officer of the Engineering Society for the 2020-2021 academic year.

Moved by: Ben “Washed up” Zarichny
Seconded by: Thomas “Washed down” Wright

**Motion Passes, 7:06 PM**

Thomas Wright: We are into our first election motion, I will give the detailing details of the position, then questions on the position, the nominees are presented, and people vote on it. As speaker you will take my position, for chief electoral officer you referee the election and enforce rules, you cannot be a voting member to run.

\*Zaid Kasim Nominated\*

Thomas Wright: I have question, speaker is a role that requires you to be friendly but firm how would you approach this.

Zaid Kasim: I was VP of SA last year, I am familiar with council, I am friendly and understanding of rules, I like to make sure it stays on track, council is most important for decision making, so in summary, maintaining decorum while being friendly and nice.

Thomas Wright: How do you think the ENGSOC could improve soliciting nominations.

Zaid Kasim: To make the benefits of being an executive clear. Many students do not understand the benefits, there are a lot of benefits and advantages to the role, if they knew more, they would be more inclined to run.

Thomas Wright: Point of order, personal privilege, and information, which one of these best reflects your personality?

Zaid Kasim: order, I like things to stay on track, when people go off track, I get irritated usually.

##### Motion 4

Whereas: We just elected a Speaker;

& whereas: Every Speaker needs a trusty Deputy;

BE IT RESOLVED THAT: Council elect Andrew Vasila as the Deputy Speaker for the 2020-2021

Moved by: Thomas “Washed left” Wright
Seconded by: Ben “Washed right” Zarichny

**Motion Passes, 7:15 PM**

Thomas Wright: This position needs to be filled by a voting member of council, its only if Zaid cannot make it. Looks like there are no questions.

\*Andrew Vasila Nominated\*

Thomas Wright: I’ll ask the same first question, how would you approach enforcing rules

Andrew Vasila: Its all about respect, we are elected for a reason, we need to make sure people are having a good time and respecting the rules of council.

Thomas Wright: Point of order, personal privilege, or information, which one best represents you.

Andrew Vasila: Point of information, I have a wealth of knowledge on council and want to share that moving forwards.

##### MOTION 5

Whereas: The BED fund team has a General Fund;

& whereas: Their general fund needs a representative;

BE IT RESOLVED THAT: Council elect Rochana Gunawardana the General BED Fund Representative for the 2020-2021 year.

Moved by: Julia “Salute the” Barnes-James

Seconded by: Nick “General” Arnot

**Motion Passes, 7:30 PM**

Julia Barnes-James: I am looking for a bed fund manager, anyone can apply, directs money to any cause the student wants. Its all about deciding where money should be directed and improving the experience. Writing a proposal about how the money should be spent. It is a flexible job, takes place during the fall, great because you get to see something tangible from your work and you make a difference.

\*Rochana Gunawardana nominated\*

Julia Barnes-James: Can you give an example of a lab or project you enjoyed at queens?

Rochana Gunawardana: I would say the most interesting is in APSC 100, because it was the first experience I had with the work, it was the mars project and it was a huge collaborative effort and required a lot of work and was very challenging and we made a great report and we managed to organize it very well.

Julia Barnes-James: Do you have an example of how you would generate ideas amongst you peers?

Rochana Gunawardana: I would use focus groups, gathering a few people together and getting different perspective on the issues at hand.

Emily Bugeja: As a rep for bed fund, you will likely get many different ideas how will you finalize your decision?

Rochana Gunawardana: It will depend on consensus; it should be allocated to a service that effects the most people and causes the greatest change.

##### Motion 6

Whereas: We need members to sit on the Bursary Committee so that bursaries can be distributed;

& whereas: we need to decide who these people are going to be;

BE IT RESOLVED THAT: Council elect Julia Takimoto, Andrew Vasila, Komal Jethoo, and Katherine Faulkner to sit on the bursary committee.

Moved by: Julia “Bursaries for All” Newcombe
Seconded by: Spencer “Financial accessibility” Lee

**Motion Passes 7:50 PM**

Julia Newcombe: Meetings tend to happen every 2 weeks, and they are 2 hours long. You attend and make unbiased decisions. Exciting year where we will be electing a different chair, and accountability procedures for the committee. We are hiring 4 general members 1 for a first year which will be done at next council.

\*Julia Takimoto, Andrew Vasila, Komal Jethoo, and Katherine Faulkner nominated\*

Julia Newcombe: How will you minimize your personal bias when making decisions?

Komal Jethoo: I think its important to state where I am coming from, any personal bias I have won’t influence my decisions.

Katherine Faulkner: Acknowledge your personal bias, look at it and state your biases, and make them well known so decisions can be made keeping them in mind.

Julia Takimoto: The fact that all the applications are anonymous is good. The complete honesty will be key and holding each other accountable. Also like Katherine said, being honest about my own personal bias, and keeping in mind how my personal experiences will affect my decisions.

Andrew Vasila: I have the pleasure to sit on this committee for 4 years. It’s good to approach each application with a clear head, framing the application with the scope of what’s given and not make any additional assumptions and biases.

Julia Newcombe: Why do you think financial accessibility is important within engineering at Queens?

Andrew Vasila: we have a lot of incredible traditions at queens, a lot of these are expensive but we still want to make them accessible and full depth of experience.

Julia Takimoto: It’s important to provide accessibility because students come from different privilege and its important to equalize the playing field. A lot of the events and traditions we have are expensive so its important to help students get the most of their experience

Katherine Faulkner: In general, equal playing field is important, everyone should do what they want with no financial barriers.

Komal Jethoo: In today’s climate where there are many problems, it is important to focus on equity and help the people that need it to equal the playing field.

Matthew Green: How much do you think luck played a role in getting into Queens engineering?

Komal: I think there’s always luck, I had the privilege of having parents that supported me.

Katherine: I think luck played not a huge role, though a huge amount of luck came into getting me on council, I had a friend who was on council who pushed me to try and here I am now.

Julia Takimoto: I put in a lot of hard work to get into Queens, but luck played a role into who I met in frosh week and my FRECs were in ENGSOC. Also, how elections went helped a lot. I put in a good amount of effort into what I did though, and I feel that contributed as well.

Andrew: I think this is a great question, For Queens I was fortunate enough to dedicate a lot of my time to studying, when it comes to committee, experience compounds year by year.

##### Motion 7

Whereas: It is the first council;

& whereas: It’s time to elect some members for the Committee on External Communications.

BE IT RESOLVED THAT: Council elect Katherine Faulkner, and Matthew Green to sit on the Committee on External Communications.

Moved by: Rochana “Quiplash 2 Beast” Gunawardana
Seconded by: Thomas “Worst Fibbage player” Wright

**Motion Passes, 7:58 PM**

Rochana Gunawardana: Essentially, we examine various mechanisms that the Engineering Society should employ to develop relationships with external bodies, universities or organizations. This comes in the form of speaking with ESSCO, CFES, this also involves communication with organizations and schools involved. The main goal of this committee will be to analyze the developments in the schools and organizations. AGM will be giving out a report on these schools and organizations. I will be chairing this committee, anyone interested can feel free to speak up.

\*Katherine Faulkner and Matthew Green nominated\*

Rochana Gunawardana: My question is what do you believe is the most important aspect of communicating with external ENGSOCs?

Matthew Green: I believe the most important aspect is being clear and that there’s no miscommunication.

Katherine Faulkner: Making sure that there a mutual relationship so both sides are involved.

##### Motion 8

Whereas: There is no bursary “bank account”;

& whereas: There is a QuickBooks bursary expense account where we can document bursary spending;

& whereas: we can do e-transfers now.

BE IT RESOLVED THAT: Council approve the changes made to Policy Sections ρ.B, ρ.C, and ρ.E as seen in APPENDIX “Put It on My Bill”.

Moved by: Salma “Financial Wizard” Ibrahim

Seconded by: Julia “Social Justice Warror” Newcombe

**Motion Passes, 8:06 PM**

Salma: Hi, so over the summer Julia and I noticed a lot of procedural and logistical issues with the bursary process, awarding jacket bursaries is tedious and not discrete, we don’t have a bursary bank account but we have a QuickBooks account. Director of social issues takes care of this, so if we consistently use this account this will help us make better more informed decisions. There is also the discretion of awarding bursaries. E-Transfers make it a lot easier and discrete. Issue of people receiving bursary as repayment. We need to give it to them before which should be done anyway. We introduced another aspect of the application where the applicant would attach proof, (e.g. acceptance to a conference) where this person has the intention of going so, we the send them that bursary.

Questions:

David Hoskin: If e-transfer is not possible what happens?

Salma: The only case would be with GPAs (in person) we need to coordinate with Julia and CEO. Englinks has codes that can be inputted but only GPAs need work done for now.

Julia Newcombe: Point of Information we have kept all existing procedures so if e-transfers do not work then old procedures are applied.

##### Motion 9

Whereas: The DOSI policy needs a tune up;

BE IT RESOLVED THAT: Council approve the changes to Policy Section β.C.14 as seen in Appendix “DOSI\_TUNE-UP”

Moved by: Julia “The Tuner” Newcombe

Seconded by: Spencer “The Upper” Lee

 **Motion Passes, 8:12 PM**

Julia Newcombe: This is just updating some tiny details; we are changing structure to bursary committee. We are hiring for the sustainability committee, also changing inclusivity to equity committee, this is the same, but we are just changing the name for simplicity.

##### Motion 10

Whereas: The world is literally currently on fire;

& whereas: We should do our part to prevent climate change by having an Environmental Sustainability Committee.

BE IT RESOLVED THAT: Council approve the first reading of the changes to Bylaw 9 – Standing Committees as seen in Appendix “SUSTAINABILITY”

Moved by: Julia “let’s have less forest fires” Newcombe

Seconded by: Thomas “the Governor” Wright

 **Motion Passes, 8:17 PM**

Julia Newcombe: We’d like to create a sustainability committee to help promote environmental sustainability within our community so by running initiatives and ideally creating a long term sustainability plan for the ENGSOC that can be pre. This committee will be primarily run by the environmental sustainability representative under social issues. It will be a great opportunity to reducing our ecological footprint.

Kate Lappan: Could you please define what you mean by long-term.

Julia Newcombe: This would up to the committee to decide, but this would probably be a 5-10 year plan.

Julia Takimoto: I know that the appendix says it will include 5 general members, do they need to be voting members, and do you intend to open them up to any engineering student, or just ENGSOC.

Julia Newcombe: They will be hired members.

##### Motion 11

Whereas: We call the ‘Committee on Inclusivity’ the ‘Equity Team’.

& whereas: this creates confusion when look for the Equity Team in policy and bylaw

BE IT RESOLVED THAT: Council approve the first reading of the changes to Bylaw 9 – Standing Committees as seen in Appendix “WE\_WANT\_EQUITY”

Moved by: Julia “sipping equi-tea” Newcombe

Seconded by: Spencer “sipping inclusive-tea” Lee

 **Motion Passes, 8:20 PM**

Julia Newcombe: This is a follow up to policy changes earlier by changing the inclusivity committee to the equity committee, under A.B.b.6., updating the change to who sits on committee.

##### Motion 12

Whereas: Because of the pandemic, Sci' 24 will probably never become a year;

& whereas: they will therefore not need impervious GPAs;

& whereas: The pandemic has already taken so much from them;

& whereas: Why don’t we take some more?;

BE IT RESOLVED THAT: Council approve the introduction of Golden Fingerless Gloves and Fun Fur masks in place of the traditional GPA’s.

Moved by: Rein "Here Comes Trouble" Tiisler

Seconded by: Alex "Make It Double" Fitsialos

 **Motion Passes, 8:27 PM**

Rein Tiisler: This motion would run back in spring, where it would be moved before Frosh came here, these Frosh are so silly and they don’t deserve GPAs, I’ll give them the chance to appeal this later on.

Zaid Kasim: Any questions?

Matthew Green: Since the Frosh are so silly, it would be suggested that the gloves could not be fingerless cause they could injure themselves, and they could spread COVID-19.

Rein Tiisler: They would be with a cover that could be pulled over the fingers, since their fingers are restricted, they would have no chance of being hurt.

Emily Bugeja: I was wondering if I could get in on the order of the fun fur masks, and could we also add surgical gloves?

Rein Tiisler: On second thought masks are a better idea, but if they really want GPAs we’ll let them appeal and see if they’re worthy.

Julia Newcombe: How did these fun fur masks compare to N95 masks?

Rein Tiisler: Better, you have a lot more material there and the fur creates a protective barrier, so the Frosh will not inhale the virus.

Sylvie Asija: So, with the masks, assuming they are brown, what is the colour scheme for the gloves?

Rein Tiisler: In the motion it says they will be golden.

Emily Bugeja: Will these gloves be conducive to being dyed with copious amounts of hair dye?

Rein Tiisler: I do not see why unless they dye their hair with gloves on.

Zaid Kasim: Any closing?

Rein Tiisler: Frosh are silly, silly Frosh.

##### Motion 13

Whereas: Sci ’23 has made it through a whole year of Council;

& whereas: They deserve an anniversary gift;

& whereas: What better gift than a cool new nickname?;

BE IT RESOLVED THAT: Council approve that Sci ’23 be referred to as “Sci nobody likes you when you’re 23?” during all sessions of the Engineering Society Council.

Moved by: Thomas “Nobody likes you when you’re ‘23” Wright

Seconded by: Alex “What’s my year again?” Koch-Fitsialos

 **Motion Passes, 8:33 PM**

Thomas Wright: I am open to any amendments to this motion.

Spencer Lee: Point of Order: do you want us to write them down or bring it up to you?

Thomas Wright: Bring it up to me.

Zaid Kasim: Any amendments?

Thomas Wright: I move it to amend it to “nobody likes it when you’re 23”.

Rein Tiisler: Are members of Sci’ 23 allowed to make their own nickname? Or is it thrust upon them?

Thomas Wright: Yes but no.

Spencer Lee: Just in case people did not know about nicknames what is sci 21’s nickname? Let them know in its entirety!

Emily Bugeja: What is stopping us from making the Blink 182 song Sci’ 23’s thing?

Thomas Wright: Miniature filibuster to this while I look up the lyrics…. They are not friendly so that is what is stopping us.

Zaid Kasim: We’re sticking with “Sci nobody likes you when you’re 23” or “2 3”.

Thomas Wright: Direct response, 23.

Zaid Kasim: They will now be referred to as “Sci nobody likes you when you’re 23”.

# VIII. Executive reports

##### i) President

Spencer Lee:

Things that I’ve done in the past two weeks: Starting the year off! Wrapping up summer stuff (Strategic Plan, Accountability Report & Presentation), AMS External Alignment working group, LGBTQ+ working group, Faculty Board, Opening apps for OC, Meeting with the Dean.

Things that I will be doing over the next two weeks: More planning for a remote semester, Opening up Sci Formal Convener apps, meeting with OC applicants, AMS Assembly, OEC presentation, LGBTQ+ working group, AMS External Alignment working group, Meeting with the Dean, and Organize attendance of CFES Presidents’ Meeting

##### II) Vice president of operations

Ben Zarichny: Things that I’ve been doing over the past two weeks: Working to get the Tea Room (several meetings, letting them in to train, emailing Queen’s admin for final approval). Setting up CSJ and Swep audit stuff for Science Quest to complete. Scheduled and started my weekly director meetings. Payroll and Contract set up (created a Microsoft flow to automate this). Completing the annual operating budget with Salma. Working on my strat plan, summer accountability report, and the summer actuals. Attempting to get into a routine with school and engsoc. Payroll for exec and SQ. Plus several other minor tasks.

Things that I will be doing over the next two weeks: Getting back to work on the audit with Salma. Wrapping up the annual budget. Hiring (OC, Science Quest). Business Manager training. Finishing up Services month ends from the summer

##### II) Vice president of student affairs

Alex Koch-Fitsialos: Although the ED Team has been in these roles for almost 5 months now, it’s so exciting to be starting the school year with all of you as the new team! I’ll be going over a few things that I’ve been working on since we’ve gotten back and other things that I shall be ~ taking on ~ in the coming weeks!

Things I’ve been doing over the past two weeks: Mini-Council club/conference ratification these needed to be done ASAP, so the exec and I hosted a lil council to ratify our new clubs & conferences! Newly ratified club/conferences include: MetSoc, NSBE, QCLI, QVFT, Queen’s ReCon, QCTF. Continuing to organize mentor hiring for the Gender in Engineering Panel (organized by myself, DoComm, DoPD, and DoSI). Helped Thomas with some CRO/DRO hiring (a success!). Attending Faculty Board. Attending meetings with exec & Dean Deluzio. Communicating with ESSCO on the topic of OEC. Statics with my directors. Preparing my Strategic Plan and the Exec Summer Accountability Report . Advertising & recruiting for Orientation Chair ’21 (apply if you’re interested). Club Fund discussions with Brian! Finalizing Discipline Club & Year Exec contacts for academic reps, treasurers. Faculty Board reps, and BED Fund reps. Ordered and received ED Team Merch (shoutout to CEO and Shayon for their help with this!!)

Things I’ll be doing over the next two weeks: Presenting to ESSCO (Wednesday, September 23rd) along with Spencer and our OEC Co-Chairs to pursue a change in hosting privileges to 2022 (instead of a remote 2021). Bursary Chair hiring with Julia (September 25th-27th). Gender in Engineering Panel mentor hiring (September 25th-27th). Organizing training for Gender in Eng Mentors. AMS Assembly (first one this Thursday!!). MORE statics with my directors

# IX. Director Reports

##### i) Academics

Nick Arnot: Long time no see, here’s what my summer looked like:

EngLinks: Strat plans and budget. Resource development, platform secured, general prep for remote delivery. Ran first-year prep workshops last week!!

iCons: Strat plan and budget. Making contingencies, finding ways to stay engaged. Waiting to hear from building managers re: building access, plans for reopening.

BED Fund: Purchasing: All but 1 discipline made their purchases. Strat plans and budget. Promotional/transitioning content.

Advocacy: Academic Feedback Network. Waiting on people to be elected/hired before officially launching! Promotional material ready to go, fingers crossed for a week 4 start. Made plans for FO and CC to ease their transition once hired.

Next two weeks are looking like: Transition FO and CC. Set up statics with teams. Advertise and promote (and fix any kinks that pop up in) the AFN. Complete AFN resources, take a look at resources on the engsoc website. EngLinks keeping operations smooth.

##### II) Communications

Arhum Chaudhary: Things that I’ve been doing over the past summer: DoComm Strategic plan and budget. Communications team manager plans. Worked on a weekly campaign that put a spotlight on what others were doing to help with COVID-19. Made a ‘Thank You Essential Workers’ video featuring the ED team. Helped with frosh week promotions (majorly graphics). Worked with DoFY’s team for first-year targeted campaigns (e.g. tips and tricks for first years). Began the EngSoc Logo Redesign competition. Worked on the Gender in Engineering Panel (logistics, graphics). Helped the Tea Room with their promotional graphics for their reopening. Small fixes and updates to the EngSoc website. Worked on the EDI campaign with my marketing manager. Helped Liam Murray with promoting design team q&a sessions. Logo creation for various clubs, teams, and events (gonuts, clubs and conferences, academy). Sent out two All Eng’s

Things that I will be doing over the next two weeks: Hiring general members for my team. Help with hiring moderators for the Gender in Engineering Panel. Designing a resource page on the EngSoc website mostly targeted towards incoming first years. Work to redesign the comm team website (it got wiped during the summer). Host a WordPress workshop for my managers. Finalize EngSoc Logo competition. Release tips and tricks video series for first years.

##### iII) Clubs & conferences

Brian Seo: Here is a few things I’ve done: Hired all conference co-chairs and chaired hiring for conferences. C&C team transition. Regular summer check-ins with co-chairs to help make sure they are on track. Supported them in the compilation of their conference plans and summer progress report submissions. Supported conferences in the construction of their budgets. 2 meetings with conferences officers to keep them updated as to what the conferences are up to. Brainstormed and formulated plans for each of the conference officers.

Logistics: develop and co-ordinate a transition manual procedure and templates Develop a list of previous sponsors and collect information about available grants.

Clubs: Contact list, transition and maintenance and working in.

Finance: Put together a conferences budget template and will review budgets regularly during the school year.

Strat plan, budget. Ratification of more clubs and conferences. Transition of everything online

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. Roundtables for clubs and conferences. Publicity campaign for C&C.

##### IV) Design

Liam Murray: What I have done over the summer: Meeting with teams and discussing how to standardize team captain hiring. Planning for events for the year. Receiving and reading over design teams contingency plans. Planning for design team promo videos

What I will be doing for the next two weeks: Leaving weekly updates to prepare for transitioning and create a clear guide for my lower. Have teams submit re-ratification forms and review them. Get feedback on design team promo videos and Zoom Q&As.

##### V) External Relations

Rochana Gunawardana: Things I’ve been doing the last two weeks: Organizing and running the Terry Fox Run (to little success). Putting out Outreach Team Applications (should have them hired by council). Putting out Movember Chair applications. Not gaining a lot of traction, I may revamp how Movember looks this year since we can’t do most of the Movember events anyways. Speaking with ESSCO about doing a mascot stealing event with conference delegation.

Things I will be doing over the next two weeks: Assembling and getting to know the new ExCommComm team. Working with Outreach to send out the BLM patches. Since the alternative Fix n Clean events fell through, working with the coordinators and focusing on creating a long-term marketing plan. Going to ESSCO PM and September TC.

##### vI) Finance

Salma Ibrahim: What I’ve done over the summer: Worked on a lot of group finance training. Making sure people update their actuals throughout the year. Transitioning groups onto the site and updating their opening balances. o Reviewing and approving/rejecting group budgets. Learned a lot about our SharePoint banking system and altered a few of the process, including deposits (which was making the transactions tab very inaccurate). “Met” with my finance officers for the first time. “Met” our bookkeeper, the amazingly patient Brenda. Summer month ends with Ben. Started the auditing process with Ben. Organized the finance cabinet, drawers, and safe for the new year.

Things that I will be doing over the next two weeks: Finishing up month ends and catching up with day-to-day finances so that our books are up to date. Working on group debt policy. Continuing to transition groups onto the SharePoint site. Continuing to review and approve/reject group budgets. Training finance officers and transitioning them onto the site and assigning some fun side projects. Probably giving more finance training.

##### vii) First Year

Rein Tiisler: What’s popping Council? Things that I’ve been doing over the past two weeks: Answering Frosh questions, and concerns. Talking with CEO about jackets. Supporting all of my Managers. Getting the FYPCO program up and running. Aiding with the planning and logistics of the Speaker series’. Helping Aphra and Kendy Sandy with Faculty stuff. EMAILS – First one was really well received! First year exec, elections beginning next week! Tell frosh to get involved! FRECEVENTS have begun! (Bob ross paint night). Promoting services, clubs and teams with hiring and spreading the good word. Physics cookies video!

Things that I will be doing over the next two weeks: Emails. More promoting (services, teams, and the like). First year exec promotion, and election. The faculty stuff (Town hall Oct 1st, Prospective student podcast September 27th). FYPCO hiring. Meetings and statics. EDI speaker series on YouTube.

##### VIII) Governance

Thomas Wright: Over the summer, I: Wrote my strategic plan and budget for the year. Got real familiar with policy and bylaw. Prepped for transitioning Council to Zoom. Hired Council team (hi, Damian, Thomas, and Ilir). Hired Elections team. Got a super cool attendance system for Council automated with the DoIP (thanks Alison). Coordinated online elections with year execs and discipline clubs. Learned to fly fish but didn’t catch anything

Over the next two weeks, I will be: Meeting with Elections team for the first time! Initial planning for the General Election (marketing strategies, planning for restrictions). Helping Rein with First Year Exec elections.

##### IX) Human Resources

Craig Maslan: Things I have been doing over the last few weeks: Making final preparations for fall training conference presentations. Getting the Feedback and Recruitment Officers started on their initiatives. Helping services roll out training. Finalizing budget w/ Salma. General Dash upkeep. Hiring training presentation.

Things I will be doing over the next two weeks: Implementing training conference content onto “EngSoc Academy”. Preparing for fall hiring rush. Clean up of dash (hopefully). Iterate and run training conference feedback initiative.

##### x) Information Technology

Alex McKinnon: Things that have been completed over the summer up to this point: Trained an operations team (first 6 weeks of the summer). Setup internal IT training resources and Knowledgebase. Established our IT Operations Security Team! Detected and removed malware from our infrastructure. Corrected a DNS outage over labour day weekend. Setting up EngSoc Academy. Dash re-write. Summer ESSDev team! (Project Enquire) has been busy making some awesome software. Rebuilt our systems from the ground up to ensure proper security. Websites and groups audit. Fixed and generated new sites for several groups. GoNutz fundraiser website. Restored sci21.ca domain (it was expired since last march??!???). Budget.

Our next two weeks: IT Help Desk and knowledgebase. EngLinks workshop integration with EngSoc Academy. Applying for SSO for Academy. ESSDev member hiring! Coordinating with an alumni ESSDev advisor for project leadership guidance and workshops for our members. Working on Dash.

##### xI) Internal Processes

Alison Wong: Building the DoIP portfolio as it is a new position. Learning Microsoft Flow. Creating my SharePoint site. Working on FYPCO documentation and tasks. Delaying certain tasks for next semester due to COVID-19. Looked into professional cleaners for the Events Locker. Reached out to other ED Team members about portfolio improvements involving automation. Read Director of Events documentation. Reached out to the Engineering Events Coordinator. Created the first-ever DoIP budget. Working on collecting missing keys for EngSoc. Currently sending out EngSoc Services documentation to head managers, as well as collecting forms.

Things that I will be doing over the next two weeks: Continuing to collect Services documentation and missing keys. Creating the EngSoc Lounge Request to Resume On-Campus Activities Form. Start planning Dean’s Wine and Cheese. Finalize any FYPCO tasks.

##### xiI) Professional Development

Varnikaa Gupta: Things that I’ve been doing over the last two weeks: Working with FEAS Corporate Relations to send out weekly PD Connects. Filling in the role of ‘Industry Relations Chair’ and conducting resume reviews. Working with Adi Nachmani, PD Marketing Coordinator to establish PD Focal, an initiative aiming at increasing the representation of QTBIPOC+ engineering students and alumni

Things that I will be doing over the next two weeks: Tasks associated with hiring committee members (i.e. submission in two All Eng’s, posting on EngSoc Dash, and social media marketing). Continue putting together and sending out weekly PD Connects. Continuing resume reviews. Hiring Mentors for the Gender in Engineering Panel. Establish PD general executive meeting cadence.

Take-Aways: Resume Review: To have your resume reviewed by yours truly, send them to pd@engsoc.queensu.ca. PD Focal: If you or someone you know (identifying as QTBIPOC+) is interested in having their professional achievements shared on @EngSocPD, we welcome you / them to fill in the self-nomination form in our Instagram bio (https://docs.google.com/forms/d/e/1FAIpQLSfBHrX4- FoMlt7BkigGhCsW3FRHOe5jB1nUrJS6xPlBeNRW5w/viewform).

##### xiII) Services

Andrew Kernerman: Things that I’ve been doing over the summer: Worked with each service to make contingency plans for the fall semester. Made a strategic plan and budget. Reviewed all services strat plans and budgets. Advisory board. Worked on reopening plans for Tea Room. Static meetings with all head managers and Ben.

Quick update on each service: Tea Room opening for fall semester (subject to change based on COVID-19 situation). CEO is fully operational online. Clark will not be opening for fall semester. Golden Words is partially open for fall semester with operations online.

Things that I will be doing over the next few weeks: Looking at ways to improve services once operations resume. Begin hiring process for Science Quest Head Manager. HR and operational related things. Statics, statics, and more statics.

##### xIv) social issues

Julia Newcombe: Over the Summer: Wrote my wonderful Strategic Plan. Worked on creating Panel on Gender in Engineering. Chaired Bursary Committee meetings. Policy changes for Sustainability Committee, Bursary Chair and General DoSI updates. Created content for a resources page on the Engineering Society Website that should be up by the end of September. MOU with the PSC. Faculty Focus group about Mental Health. Created content for “Anti-Oppression and Anti-Racism" trainings and FREC trainings. Meetings with the Prez and my team.

Hired: Environmental Equity Representative. Diversity Representative. Accessibility Representative. Events and Media Coordinator. Did not hire Gender and Sexuality Representative.

Looking forward to: Hiring the Bursary Committee Chair and Environmental Sustainability Committee members. Policy changes to create an International student representative on council. Policy changes for accountability measures on the Bursary Committee with the ERB. Creating a rubric to use during Bursary committee meetings. More meetings with my reps, projects getting started. Meeting my FYPCOs.

# x. Question Period

Sylvie Asija: For Spencer Lee, for the LGBTQ+ meetings, are they only open to clubs or are individuals also open to attend?

Spencer Lee; I’m not sure at the moment, it is only people that represent certain clubs and certain groups, but I will ask the commissioner of social issues from AMS (or someone else) I would assume you would be able to sit in on it.

David Hoskin: To Spencer Lee or anyone else that can answer, I am concerned multiple posts have called out our o-week as traumatic, how does ENGSOC look to fix these problems, including sexual violence from FRECs towards frosh.

Julia Newcombe: We were talking about creating an equity representative to address this problem. Also changing the logistics coordinator position to include more equity related issues I would like the equity team to create a presentation for the FC committee in November on ways frosh week can be more inclusive for FC.

Emily Bugeja: To Spencer Lee. Seeing how erased by FEAS has been brought up, people in frosh week positions are often affluent white people in drinking culture, how will you market the position of FC and OC to others so that people from more diverse backgrounds will apply?

Spencer: We have incorporated EDI centric questions to hiring.

Julia Newcombe: This is mandatory for all interviews for ENGSOC.

Spencer Lee: For getting non-white people involved or interested, reaching out to clubs/groups that advocate for minorities would help to get people attracted. The hope is that we attract a diverse pool of applications.

Alex Koch-Fitsialos: This is a good point though because we should put more thought into how we want to market FREC, and FC with a focus on EDI.

Spencer Lee: Motion to extend council.

Zaid Kasim: Motion passes.

**Motion Passes, 9:17 PM**

Sylvie Asija: Question for Rochana Gunawardana, will these BLM patches only be distributed or sold.

Rochana Gunawardana: I believe Alex Koch-Fitsialos set up an ordering form and what we have currently is the batch that was ordered but at the same time we acquired the designs that other VP of externals and other schools made, if there’s other demand we can move forward and keep ordering them. It would be great if we continued doing that.

Alex Koch-Fitsialos: We have all the patches in the office right now, the form is semi-set-up, because of other stuff going on we have not prioritised that.

David Hoskin: I like an EDI FC member, but I believe it is not enough, this is a unique opportunity to find what traditions really matter, we can perhaps tweak the things that make people feel excluded. Erased by FEAS talked about eng cuts making people feel excluded, we need someone with a different perspective, possibly from another faculty, to help consult and see what we’re doing wrong, is there any way to gain an external viewpoint

Spencer Lee: O-week does undergo a review by undergrads and non-undergrads, we intend to use the equity team to address this and SORB will be starting an EDI focused group. They will be looking at all orientation weeks and seeing what can be done to accommodate this

David Hoskin: is SORB responsible for planning?

Spencer Lee: They are iterative, they constantly are apart of the planning process.

Emily Bugeja: To Spencer Lee, based on including an EDI position on FC, how will you make sure that this is not a token position that just fills the diversity quota.

Julia Newcombe: Point of Information: we have not finalised the details of the position

Spencer Lee: I did not mean to say we will hire someone for an EDI position just because they’re BIPOC.

# Xi. Faculty Board Report

Katherine Faulkner: The dean and board did an overview on how the online learning was going and were content with how that was going. For winter term, if anything were happening it would only be lab components that are degree requirements. He also commented on frosh week and thought it went well, there are almost 1000 first years (more than usual), grad numbers went down. Something he mentioned was a study on family income of incoming students and applicants, 30-40% of students who accepted their offers are in top bracket of income, and 50% for Eng. and commerce. There are 5 new professorships with the ingenuity laps research institute.

# XIi. Alma Mater Society Report

Nothing to report.

# xiII. Senate Report

Nothing to report.

# XIv. Engineering Review Board Report

Nothing to report

# XV. Advisory Board Report

Andrew Vasila: The board met a couple times over summer, to address contingency plans of services for coming year, next meeting next week, all services did well while presenting their plans.

# XVI. Club Reports

##### I) Geological

Glen Abernathy: We are currently setting up an online trivia night and scavenger hunt.

##### ii) chemengchem

Serena Laguisma: We had 2nd year orientation, 2nd year reps being picked, distributing last years merch, conducting a survey, working on coming up with online socials for each year.

##### iii) Applied mathematics

David Hoskin: Currently holding elections, issues on getting enough people, maybe shuffling positions or more elections later. We got our site up and running. Survey on winter term courses. We get a rep at monthly math and stats department meetings. Planning on conducting a survey on all courses in math and engineering.

##### iv) civil

Jared Mason: We started off by hiring for vacant positions. We still need 2nd year positions. We hosted one zoom kahoot event.

# XVIi. Year Reports

##### I) Sci’21

Kate Lappan: Covid-19 made it hard to transition but I did it. First meeting next Monday with the team. Had finance training. We will be working on our budget after next week’s meeting.

##### II) Sci’22

Julia Takimoto: We had our first meeting earlier today, we filled out all our positions. Did some goal setting, for something we can do this year. Began planning some socially distancing events.

##### III) Sci’23

Alex Koch-Fitsialos: Working on getting backorders from last years merch organized. And now finalizing some positions.

# xVIII. Statements and Questions by Members

Emily Bugeja: On the Queens subreddit, there were complaints against ENGSOC as a result of certain frosh groups running tea parties, we should be putting out a campaign on avoiding any further occurrences.

Spencer Lee: Ally is doing all she can to make sure FRECs don’t do this.

Rein Tiisler: I’m in a group with all the techs, Thomas Mulvihill has put a whole statement in the group chat that the Dean has said expulsion and deFreccing may happen so FRECs have been reminded that it is their job to be role models, and consequences would dire.

Alex Koch-Fitsialos: Aside from parties, a marketing campaign would be a good idea because of recent issues such as using social media.

David Hoskin: I would like to acknowledge all the posts on erased by FEAS, I recommend everyone read those, I am a little disheartened that we spent little time on these issues but I would to spend more time on that moving forward.

Thomas Wright: I’d like to thank Hoskin for bringing up that point, I think it is an important topic and I will make sure it is brought up more moving forward.

##### Motion to Close:

Moved by Thomas Wright

Seconded by Alec Koch-Fitsialos

**Motion Passes, 9:45 pm**