



THE ENGINEERING SOCIETY  
OF QUEEN'S UNIVERSITY

# COUNCIL MINUTES

Thursday, October 22 2020  
6:30 pm, Video Conference

Speaker: Zaid Kasim  
Secretary: Ilir Gusija

*Council begins, 6:37 pm.*

## I. ATTENDANCE

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## II. ADOPTION OF THE AGENDA: MOTION 1

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### 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, October 22<sup>nd</sup>, 2020, as seen on the Engineering Society website.

Moved by: Thomas "Boo!" Wright  
Seconded by: Zaid "I'm terrified" Kasim

Thomas Wright: I will make an amendment; the bursary committee motion has been moved up to motion 5. Since I made the amendment this is deemed friendly. Sorry I did not put the polls into zoom so stand by.

**Motion passes, 6:42 pm.**

### III. ADOPTION OF THE MINUTES: MOTION 2

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#### 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 Thursday, October 1<sup>st</sup>, 2020, as seen on the Engineering Society website.

Moved by: Thomas "type type type" Wright  
Seconded by: Ilir "keyboard go brrrrrr" Gusija

**Motion passes, 6:43 pm**

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#### MOTION 3

Whereas: It's been a greater amount of time since the council before last;  
& whereas: Ilir wrote those minutes as well and they also need to be approved;

BE IT RESOLVED THAT:

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

Moved by: Thomas "Double double" Wright  
Seconded by: Ilir "Stay in your bubble" Gusija

**Motion passes, 6:44 pm**

### IV. SPEAKER'S BUSINESS

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Zaid Kasim: 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. Hope all of you are doing well. I would like to welcome the first-year members as well. I hope midterm season is serving you all well and that you are taking care of yourselves.

## V. PRESENTATIONS

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### OPERATIONAL BUDGET

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Ben Zarichny: Sorry this took so long. For our revenue we have the student fees (\$81) and we will get into that. We have the EngServe Recovery fee. The QUESSI management fee which comes from the bookstore, CU advertising fee which comes from the ads we place in the primer etc., and the 2019-2020 budget surplus. For expenses we have the ED team fee, administrative expenses which pays for insurance services (partly covered by EngServe fee), operation expenses (photocopier), Executive Expense (covers wages,). Net Surplus is \$75,002.64 for this year which is because of the lack of events this year compared to usual. Student societies are offering rebates to students in February where we will be giving back what we don't need to the students. Budgets can still be updated until then.

Salma Ibrahim: All of the portfolios except for IT have decreased in expenses (and theirs have barely increased). The main changes this year has been cancelling all in person events, appreciation expenses have been standardized around \$30, and large dinners have been cancelled as well.

Questions:

Peter Matthews: If you go to ENGSOC website the most recent budget is 2016-2017, when is the website going to be updated with the last couple years of budgets and actuals.

Ben Zarichny: This will be uploaded sometime this semester.

David Hoskin: There are certain positions where the appreciation is 100s of dollars such as sci formal.

Salma Ibrahim: This is the total amount and per person it still goes to \$30 per person.

Spencer Lee: The orientation chair thing is \$30 for 12 months just because they're working 12 months and then the next person gets it. By upper and lower it means it goes to the person in role until the next one is hired and then it switches over. For the FREC committee its for the team and then multiplied by the months. For the convener, its more because in the past they do a lot of work until they officially get their role.

Jeremy Nguyen: Regarding the director of internal processes and development, the dean line is in both portfolios should it be in both areas or just one?

Salma Ibrahim: The donation goes towards events rather than to a portfolio, so they are different sponsorships.

Alex McKinnon: Are the gift cards just for Tea Room? (regarding the appreciations).

Ben Zarichny: If Tea Room is not viable (not in Kingston) then people may discuss alternatives with me and Salma.

Ben Hoskin: The standard of appreciation being monthly sounds more like a salary rather than appreciation.

Spencer Lee: Does the \$30 mean per year or per month?

Ben Hoskin: I'm concerned on the large difference of appreciation for these.

Ben Zarichny: These are positions that put a lot of effort and time into their roles get monthly appreciation fees.

Salma Ibrahim: This is typical thing we have done in the past; this change just standardizes the appreciation given to people.

David Hoskin: These are volunteer positions, they are being put on a different standard than others, I feel the scale of this discrepancy is too large to justify, and "this is how we've done things in the past" is not a good explanation.

## VI. NEW BUSINESS

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### MOTION 4

Whereas: The Engineering Society has an operational budget for the 2020-2021 operating year;

& whereas: we need to approve it;

BE IT RESOLVED THAT: Council approve the operational budget for the Engineering Society as seen in Appendix "OPERATIONAL BUDGET" for the upcoming year 2020-2021 year.

Moved by: Ben "Money" Zarichny

Seconded by: Salma "Can buy happiness" Ibrahim

Spencer Lee: I wanted to let the first years know about appreciation more. Basically, in our budget we have appreciation for volunteers because we want to show appreciation for students that put a lot of effort and time into their positions. The most effective way of doing this is by giving them appreciations such as gift cards or dinners. If first years have any more questions, they can email me.

David Hoskin: I agree that volunteer appreciation is important. But I want to make my concerns clear, 112 student fees go towards the president's appreciation fees, I feel we should think about that a bit.

**Motion Passes, 7:07 PM**

## MOTION 5

Whereas: Bursary Committee handles lots of money;

& whereas: Due to confidentiality there is not accountability for how bursary spends that money;

& whereas: We should have a system of accountability for the committee;

BE IT RESOLVED THAT: Council approves the changes to Policy Section p – Society Bursaries as seen in Appendix “BURSARY CHANGES”.

Moved by: Julia “it’s midnight” Newcombe  
Seconded by: Andrew “let’s write this now” Vasila

Julia Newcome: Andrew and I would like to add 2 lines to appeals e: “In the event of a discrepancy between the outcome determined via the elected bursary committee and the appellee bursary committee, the appellee bursary applicant will receive the maximum of; The initial bursary awarded via the elected Bursary Committee, The average of the bursary awarded via the elected Bursary Committee and the bursary awarded via the appellate Bursary Committee.”.

Essentially this motion updates what was wrong with this policy and makes it up to date. It institutes a new bursary chair who is hired by the director of social issues and executive. Due to recommendation of the previous director, bursary committee is large enough of a responsibility to allow another student to take charge of. It creates a system of accountability within the committee. I trust the committee we have right now but they have no accountability so this motion creates a system where applicants that were not approved can file an appeal and the chair could review this.

**Motion Passes, 7:12 PM**

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## MOTION 6

Whereas: Not enough members of council want to sit on the equity team;

& whereas; We should provide more opportunities for students to become involved with EngSoc;

BE IT RESOLVED THAT: Council approves the changes to By-Law Section 9 as seen in Appendix “WOOPS”.

Moved by: Julia “oopsie” Newcombe  
Seconded by: Spencer “daisy” Lee

Julia Newcombe: Essentially this motion allows anyone on the ENGSOC to sit on the equity team because usually there is a lack of interest in the past. So, this allows more people to sit on equity team, members would still be voted on to equity team.

Linnea Cox: Wondering if this addresses your core need of garnering more interest, if Council members still have the advantage of hearing about these positions firsthand.

Julia Newcombe: To get enough people to sit on equity team, the positions should be advertised more.

### **Motion Passes 7:16 PM**

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## **MOTION 7**

Whereas: The Equity team is amazing;

& whereas: We need 4 more voting members to sit on the team;

BE IT RESOLVED THAT: Council elect Alex Galvin, Komal Jethoo, Praveen Sivakrishna, Grace Ma, and Jeremy Nguyen to sit on the Equity Committee.

Moved by: Julia "MOVED BY" Newcombe

Seconded by: Spencer "SECONDED BY" Lee

Julia Newcombe: We still need 5 more voting members so there are 5 spots available.

Craig Maslan: I just wanted to touch on that motion 6 goes towards getting more people so we should defer so we can advertise more.

Spencer Lee: We wanted to offer this right now to others that may be interested, so we can do this now and later.

Rein Tiisler: For 1<sup>st</sup> years can we get a quick explanation?

Julia Newcombe: The equity team is a group of 6 hired members and elected members from council. We just started a sustainability committee; we create events and advocate for equity within our committee.

Julia Newcombe: What if elected, what area of equity would you like to focus on and why?

Alex Galvin: I would go for the environmental equity team

Komal Jethoo: Cultural Diversity

Praveen Sivakrishna: Cultural equity because if stuff like erased by feas

Grace Ma: Environmental

Jeremy Nguyen: Relations with the international students, there has been a lack of representation in this matter, and there has been a massive divide so getting these students involved is very important.

Julia Newcombe: Why is equity important within our community

Jeremy Nguyen: Its important in general because life is not fair for everyone so what we can do is equal the playing field for everyone and engineering is a team

Grace Ma: I believe equity is important because giving everyone the same level of fairness gives everyone a sense of belonging

Praveen Sivakrishna: Equity is an important quality, engineering is a family, having people on that equal playing field should really unite us

Komal Jethoo: Equity helps address issues

Alex Galvin: Equity is important because we need to employ for our futures and allow equal access to the engineering society for everyone.

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## MOTION 8

Whereas: it is necessary to have people on the bursary committee so that bursaries can be given out;

& whereas: the members of the Bursary Committee should accurately represent the members of the Society;

& whereas: the Bursary Committee needs a first-year member of council to join;

BE IT RESOLVED THAT: Council elect Amy Li to sit on the Bursary Committee as it's 5th member, representing first years.

Moved by: Julia "oopsie" Newcombe

Seconded by: Spencer "daisy" Lee

Julia Newcombe: Why do you feel financial accessibility is important

Amy Li: I feel it is important especially for people that struggle financially and people that cannot purchase certain things such as the GPA. Also, by letting these students that are not as secure financially, allowing them bursaries will help engage them with the community.

**Motion Passes 7:16 PM**

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## MOTION 9

Whereas: It is the third council;

& whereas: we must elect the second part of the committee to communicate externally (the sequel has arrived);

BE IT RESOLVED THAT: Council elect Ali Bekheet, Kevin Liang, and Amy Li to sit on the Committee on External Communications

Moved by: Rochana "I'm tired" Gunawardana  
Seconded by: Thomas "Hi tired, I'm Thomas" Wright

Rochana Gunawardana: What is important about communicating with other ENGSOCS?

Ali Bekheet: Sharing ideas and cooperating is important, staying in our bubble is bad and doing this we limit our possibilities. We may be overlooking something and by doing this we may be helping others and they may help us.

Kevin Liang: We can always build on each others' strengths and improve our weaknesses. If we work together it will be much more effective than working by ourselves.

Amy Li: Sharing information will give us much more power, and each ENGSOCS has their own developments and by staying connected this allows us all to learn many more new things.

Rochana Gunawardana: I am very excited to start working with you guys, hope we get a lot of work done this year.

**Motion Passes, 7:48 PM**

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#### MOTION 10

Whereas: By-Law related to Year Executives is outdated;

& whereas: Some duties of Year Executive members are unclear and need to be updated;

BE IT RESOLVED THAT: Council approve the changes to By-Law 5 Section C as seen in its second reading in Appendix "YEAR\_EXEC\_IS\_BEST".

Moved by: Peter "Follow Queenseng22 on Instagram" Matthews  
Seconded by: Salma "Sci'22 has the best memes" Ibrahim

Peter Matthews: The bylaw relating to year execs was not updated for a while and did not reflect current practices. This update clarifies current roles and hopefully will improve output. Some position names were changed as well but this does not change what they do in their roles.

**Motion Passes, 7:50 PM**

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## MOTION 11

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 second 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, 7:52 PM**

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## MOTION 12

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 second 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: by: Spencer “sipping inclusive-tea” Lee

Julia Newcombe: This just updates the bylaw.

**Motion Passes, 7:54 PM**

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## VII. BREAK

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Begins 7:54 PM

Ends: 7:58 PM

## VIII. EXECUTIVE REPORTS

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### I) PRESIDENT

Spencer Lee: I've done O-week stuff, Chief Frec Apps up, we debriefed with SORB with how o-week went and EDI stuff. O-week has been in contact with Julia Newcombe with organizing.... Sci Formal ....

## II) VICE PRESIDENT OF OPERATIONS

Ben Zarichny: Just doing regular tasks such as statics with directors, meeting with services. Did OC hiring, Budget presentation prep, Advisory board and subcommittee meetings. Finally assisting Salma with month end questions.

## II) VICE PRESIDENT OF STUDENT AFFAIRS

Alex Koch-Fitsialos: Congrats to Sci 24' year execs. We did OC hiring. Organizing for training, suicide prevention with ED team, and Gender in eng team training and meetings. Final OEC team meeting. Meeting with Rochana's team for BLM Patches. Talking with Andrew Vasila to discuss more on charitable fund foundation.

## IX. DIRECTOR REPORTS

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### I) ACADEMICS

Nick Arnot: Englinks is business as usual. BED fund is working on idea generation. Advocacy has been main focus, student feedback survey, the dean's email is a direct response to that. Discussed remote proctoring with faculty. AMS academic caucus. Coming up is more of the same.

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### II) COMMUNICATIONS

Arhum Chaudhary: Hired a new team. Held first team-wide meeting. Had meetings with my managers to keep up with whats going on. Now the team is just getting set up. Attended sexual violence response training. Getting Software/equipment related tutorials running. Meeting with Matthew Shepherd to discuss collaboration for this year.

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### III) CLUBS & CONFERENCES

Alex Koch-Fitsialos: Doing general maintenance. The clubs/conferences strategic planning. Working with clubs and conferences to help adjust to online. Working on Q&A for clubs and conferences for upcoming weeks.

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### IV) DESIGN

Liam Murray: Working with a new team to be ratified. Meeting with DoHR to start policy changes on team captain hiring.

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## V) EXTERNAL RELATIONS

Spencer Lee: Met with blood donation reps, talked with the Movember reps (possibly making Movember patches). Discussed next steps on selling BLM patches. Received a lot of client testimonials for Fix n Clean that my coordinators plan on using to advertise fix n clean

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## VI) FINANCE

Ben Zarichny: Salma has been very busy. Major things she has done has been doing the budget, getting caught up on month ends. Now working on preparing finance training for service's business managers with me and working with FOs and doing September month ends with them.

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## VII) FIRST YEAR

Rein Tiisler: Got the first-year execs hired. FrecEventz is rolling. FYPCO's have been hired. Sci 24 now has a year crest. Helped Thomas and Steve with the "Are You Chief FREC" event. Helping advertising with different positions for first years. Upcoming things include getting execs settled into their positions. Jacket council planning, revealing this crest to the first years, meeting my FYPCO and interview workshop.

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## VIII) GOVERNANCE

Thomas Wright: Planning general elections with elections team. Updating policy with policy officers. Helping Rein with FYE elections. Now more elections planning which includes marketing strategies, updating rules for council approval, and meeting with governance people from other councils to exchange best practices. Also, helping Rein out with jacket council.

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## IX) HUMAN RESOURCES

Craig Maslan: Keeping up with Dash requests. Mainly working on getting fall training conference up and running by our November 1<sup>st</sup> goal. Working alongside IT to learn the software to help with FAQ from people enrolled in training. Transitioning old hiring training to new online delivery. Finalizing new Anti-Oppression training. Also working on fall training conference feedback survey. Now continuing to enroll students in training classes, dash upkeep, and launching the feedback survey.

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## X) INFORMATION TECHNOLOGY

Alex McKinnon: We did have an email hack for QEC and some FC stuff. This has been addressed. ESSDev team hired and the workshop run by an alumnus. Worked with HR to make sure EngSoc Academy is working and has a smooth launch. Sorted out Englinks video distribution. Had SSL stuff renewed. Fixed some forwarding issues on our server. Also, a phishing campaign by accounts acting as ENGSOC accounts. Over next two weeks will be holding a IT help desk, and helping out selling BLM Patches.

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## XI) INTERNAL PROCESSES

Alison Wong: Still collecting forms for ENGSOC services. Finalizing ENGSOC lounge request to resume on campus activities form. Working on a way to host Dean's reception.

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## XII) PROFESSIONAL DEVELOPMENT

Varnikaa Gupta: Received sexual violence training. Put up remaining positions on dash. Conducting resume reviews and holding statics with chairs and coordinators.

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## XIII) SERVICES

Ben Zarichny: He's been holding meetings and setting up Science QUEST director hiring. More answering questions and hiring for Science QUEST upcoming.

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## XIV) SOCIAL ISSUES

Julia Newcombe: Proofreading the motions (NO TYPOS!). Had jacket bursary meetings (5 hours!). Meetings with my team. Writing policy motions with Andrew. Sent out accommodations survey on Sunday, also looking at improvements for frosh week. This upcoming week will receive feedback on accessibility survey and take care of organizational stuff for bursaries.

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## X. QUESTION PERIOD

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No Questions.

## XI. FACULTY BOARD REPORT

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Miranda B: The Dean has advised the instructors to reduce workload. As expected, they are doing fall previews online. Bringing a new system for academic accommodations since there are many ways for things that may happen during at-home exams. They are finalised course schedules for next semester. They are talking about having a 14-day isolation period for when students return. Discussion on implementing USATs online.

## XII. ALMA MATER SOCIETY REPORT

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Spencer Lee: It was a short assembly. They are trying to open more study space (Mac Corry).

## XIII. SENATE REPORT

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Nothing to report.

## XIV. ENGINEERING REVIEW BOARD REPORT

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Nothing to report.

## XV. ADVISORY BOARD REPORT

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Andrew Vasila: We had a general meeting as well as subcommittee meetings to get their projects off the ground. Managing to schedule those meeting has been stressful.

## XVI. CLUB REPORTS

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### I) GEOLOGICAL

Rachel Burns: We had a scavenger hunt and are planning a trivia night.

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### II) CHEMENGCHEM

Linnea Cox: "Your night out" is going to be an event this year which will just be online activities. Just finished first round of academic feedback. Feedback was received well. Equity and security concerns such as lack of access to proper hardware. Students have been asked to clear their history during assessments and have been told other offensive comments which has resulted in students being very upset over the proctoring process.

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### III) APPLIED MATHEMATICS

David Hoskin: We finished up elections. We've worked on BED fund planning. We want to buy a light board which could be used for future online courses. We want to provide more support to students that may be struggling with courses. Planning online events such as activities. Also planning merch orders and patches.

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### IV) CIVIL

Lili Guilbault: Golf tournament. Looking to sell out old stock of merch and planning new merch orders.

## XVII. YEAR REPORTS

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### I) SCI'21

Kate Lappan: We had our first event which ran smoothly. Hoping to get merch rolling soon as well as stickers and patches. Updated website with new positions. Adding description to year execs bio. Planning next event.

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### II) SCI'22

Julia Takimoto: Planning a virtual coffee house. Follow our Instagram account. We have merch on the way, possibly some face masks

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### III) SCI'23

Nothing to report.

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### IV) SCI'24


Ali Bekheet: We have been reading our primers and settling in. Working on ideas for new events. Looking to make a website. Planning merch, etc.

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## XVIII. STATEMENTS AND QUESTIONS BY MEMBERS

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Spencer Lee: Thank you guys for taking the time out of your day to come to council and participating.

**MOTION TO CLOSE:**

Moved by Thomas Wright

Seconded by Alec Koch-Fitsialos

**Motion Passes, 8:48 pm**