

###### Council Minutes

Monday, November 22, 2021

6:30 pm, Video Conference

Speaker: Nick Neokleous

Secretary: Matthew Sun

*Council begins, 6:35 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 Monday, November 22nd, 2021, as seen on the Engineering Society Council Newsletter.

Moved by: Andrew “Seconded by” da Silva

 Seconded by: Nick “Moved by” Neokleous

**Motion passes, 6:38 pm.**

# III. Adoption of the Minutes: Motion 2

##### Motion 2

Whereas: It’s been some amount of time since the last council;

& whereas: Matthew wrote the minutes and they need to be approved;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Monday, November 8th, 2021, as seen on the Engineering Society website.

Moved by: Andrew “how much wood” da Silva

Seconded by: Nick “would a woodchuck chuck?” Neokleous

 **Motion passes, 6:39 pm**

# IV. Speaker’s Business

Nick Neokleous: I want to acknowledge Queen’s is situated on traditional Anishinaabe and Haudenosaunee territory, that we are very fortunate to be learning here, and would encourage all to familiarize themselves with aboriginal history. Welcome back! I know there were some events over the past weekend so shoutouts to the planning teams there! We are in the final week of November so shoutout to the Movember club too! They’re doing life-saving research for men’s health. Lastly, quick reminder to put personal pronouns. Remember to state your name and position when speaking.

# V. Presentations

#### EXEC 2022 ELECTIONS

Kaija Niska Edwards: Exec positions for 2022 to be elected soon! Positions available include President, VP of Operations, VP of Student Affairs and Junior Senator. There’s a lot of experience and value in these positions. You can use your passion make real changes in the Engineering Society. The three of us do a lot of work but there are additional benefits such as monetary compensation. It is a full-time paid summer position. We worked online this summer, around $22 per hour. It is very fun and it’s a great chance to plan what we would like to change. The exec subsidy grants you one semester with free tuition in your 5th year! I can take questions on the election process here or on our Instagram account. Nomination Packages open on January 10th 12:00 am where you need at least 50 signatures from undergraduate engineering students! The Instagram is a useful resource for updates and information regarding elections.

Christina Bisol: I work alongside the faculty, the AMS and many other bodies. If anyone would like to ask anymore questions, feel free to email me!

Ben Frosst: Likely, the exec meetings this summer would run in-person however, COVID-19 remains unpredictable so that remains unknown at this time. You can also make a work schedule for yourself. Workload depends on the week.

Kaija Niska Edwards: In the summer, it’s a full-time job so I’ve hit around 35 hours. In the school year, I typically, for VPSA, do around 25 hours a week for EngSoc stuff. Recently, there’s been quite a few weeks for presentations where I’ve hit 30 hours a week. You do get busy but if you enjoy this, it is definitely manageable. We do the 5th year to split the time commitment and leave sufficient time for school.

Christina Bisol: If you have any questions, I’m available on Facebook as well!

Kaija Niska Edwards: I’m available on email! If you would like to set-up a meeting to ask questions, feel free to send an email! Thanks for listening! Run for VPSA!

# vi. New Business [Motions 3-4]

##### Motion 3

Whereas: The 2022 General Elections are right around the corner

& whereas: Council needs to approve the 2022 General Election Rules

BE IT RESOLVED THAT:

Council approve the General Election Rules for the EngSoc 2022 General Election found in the appendix titled “Election Nominations and Campaign Rules 2022 (Official).”

 Moved by: Andrew “Tell your friends” da Silva

 Seconded by: Kaija “nominations are coming soon!” Edwards

**Motion passes, 7:05 pm**

Andrew Da Silva: Every year we need to approve the rules for elections. This year, we made a big focus on stating what the repercussions on breaking rules are and campaign suspensions. We can suspend someone from campaigning for up to 8 hours. This is to make sure it’s a “soft-ban”. A new big thing is allowing voters to see each candidates’ campaign online. They will all be given a single OneDrive link to share that contains all advertisements, even post-campaign.

##### Motion 4

Whereas: Sci ‘22 needs a yearbook rep;

& whereas:  Nick Neokleous is the best person ever;

& whereas: Nick would like to take on the position;

BE IT RESOLVED THAT:

Council approves the nomination of Nick Neokleous to the Sci ‘22 Yearbook Rep Position.

Moved by Julia “I need a” Takimoto

Seconded by Nick “Name” Mertin

**Motion passes, 7:08 pm**

# VIi. Executive reports

##### i) President

Christina Bisol: Very busy last couple of weeks with FC hiring. Head of OTIS position open! Science Formal is getting a convenor, CXIX. A lot of other meetings, reviewed many meetings and working with Aidan for many events. Overall, things have been going pretty smoothly.

##### II) Vice president of operations

Ben Frosst: Lots of little things, still recovering from my concussion but doing a lot better! Meetings with directors, service managers and more. Submitting final draft of ILC reopening plan. Waiting on comments from university staff. Been helping Michael with outstanding stuff. Lots of accounting. As COVID-19 gets worse, my job is to ensure our services continue to operate. Lot of little tasks in the upcoming weeks. One is Science Quest Transition and Hiring.

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

Kaija Niska Edwards: Lots of meetings over the past two weeks. Credit card statements as well. VPSA social media takeover! Ben’s will be coming soon. Drived for Santa Clause parade for Aidan. Reviewed election rules with Andrew. We have now approved them which is awesome. Over the next two weeks, will be meeting with FYPCOs as well as the EDII framework group. We have advisory board this week. Working on transition manual.

# VIiI. Director Reports

##### i) Academics

Alexa Hadley: Same weekly statics, meeting with FYPCO. We have an upper year caucus tomorrow night! Had academic feedback office hours. Final midterm workshop with EngLinks. In-person idea generation event in ILC. Everything going smoothly, board meetings with services this week and started writing my transition manual.

##### II) Communications

Kaija Niska Edwards: Ella has not been feeling well. She has been up to a lot, setting up events for the end of the year. Photos are being posted. Hoping to bring back humans of the ILC. Really exciting stuff!

##### iII) Clubs & conferences

Kaija Niska Edwards: Adam’s been meeting with different conferences, hopefully starting to set things up in-person again. It’s been super busy but really looking forward to next semester. We encourage everyone to share these conference opportunities.

##### IV) Design

Kaija Niska Edwards: Jen can’t make it. A lot of updates for design portfolios. One of the teams was able to launch part of their project with the Canadian Space Agency (QSSET satellite team). Working on ratification guidelines. Want to connect design teams with sponsors in industry, working with Marissa.

##### V) Internal Processes

Evan Wray: Met with FYPCO for potential projects. Learning Key systems. Continuing to develop projects.

##### vI) External Relations

Kaija Niska Edwards: Aidan has been very busy but he is killing it. Santa Clause Parade has been a success. We encourage you to donate for Movember. Training delegates for first-year conference. Working to get approval for delegates to go to Newfoundland for a conference with the Engineering Board of Canada. Consists of myself, Aidan, Christina, Dalena and Kalena!

##### vii) Finance

Michael Butler: Credit card stuff, finance training and working on the Bank of EngSoc. Continuing these in the next two weeks. Been answering emails and plan to answer a lot of them this week.

##### VIII) First Year

Allen Liu: Quiet two weeks, meetings, and emails. Completed FYPCO check-in form. Trivia night went pretty successfully. First in-person event this year! Looking forward to more in the future. Planning things for the rest of the semester. Hosting a WISE workshop next week. Will be attending first-year exam help desks with EngLinks and planning a mental health workshop too.

##### IX) Human Resources

Alison Wong: I have updated the hiring resource folder on the EngSoc website. It’s a OneDrive link containing the hiring checklist and the interview script. If you are hiring at any point, it’s the go-to place for getting approvals. Updated for new practices with Breezy. EngSoc training module containing EDII nearly done, using Rise 360. New hiring training for next semester to be done before the end of the calendar year.

##### x) Governance

Andrew Da Silva: Focused on finalizing election rules. Got them approved today! Meeting with elections team and planning events. Regular meetings with Kaija. Met with Director of Internal Affairs from AMS. Learned about voting software. Submitting forms for events to AMS (election info/debate nights). Next two weeks, I will continue the regular tasks and continue to meet with the elections team.

##### xI) Information Technology

Zach Donovan: Built the Clark Hall Pub booking system. Noticed few bugs and thwarted bots. Worked with Evan for long term file archival. Documentation system. Final stages of migration to be done second semester with many system upgrades.

##### xiI) Social Issues

Jheeven Salvarajah: Working with Dec 6th rep, event approval happening. Will be holding a livestream due to restrictions. Looking to market the event. Hired EDII conference team. Co-chair and I had a meeting last Saturday to discuss expectations. Conference planning moving well. Board meeting next week. Next steps with orientation chair. Bursary automation discussion.

##### xiII) Professional Development

Marissa Matthews: PD team has been busy. Had EDII in Industry panel, Alumni talk on LinkedIn events. Working on more next semester. Marketing Summit to students and alumni. Preparing workshops for next semester as well. FYPCO project is to code an automated service to connect alumni and students for coffee chats.

##### xIv) Services

Dalena Vo: First and second rituals have been completed! Transitioning incoming Science Quest Head Director. EDII initiatives for Tea Room discussions. Next two weeks focused on Advisory Board presentations for Clark and Tea Room as well as coordinating jacket patches.

# ix. Question Period

No questions.

# X. Faculty Board Report

Jonah Opler: Dean Deluzio discussed the acceptance of students in recent years. They generally have a target. They were worried they’d miss that target due to COVID-19 so they have over-accepted. Around 850 max for upcoming years. The word “academic penalty” is being removed and changed to “without permission from professor”. Its to steer away from the notion that DR is a penalty. 917 opportunities on QUIP. Next year, starting multi-disciplinary course with other universities, APSC 381. Each student in a team of 4. Course will be on sustainability challenges. 3rd and 4th year students next year can apply for the course.

# Xi. Alma Mater Society Report

Kaija Niska Edwards: Was fairly short. Not any major changes. AMS buildings now open for students. Nevertheless, ILC and Mitchell continue to be closed on the weekends. Hoping to open them for exams. AMS moving offices from JDUC to LaSalle due to floods (for the remainder of the year). Working with clubs to book other spaces as well.

# xii. Senate Report

Shashank Ojha: No new council. Next council will be really big, decisions for the Fall term break. Other updates coming in 2022.

# XIIi. Engineering Review Board Report

Christina Bisol: ERB still active and doing panel requests. Will begin hiring next semester.

# Xiv. Advisory Board Report

Christina Bisol: Currently working on mid-year presentations from services and corporate initiatives.

# XV. Club Reports

##### I) Eng Phys

Ben Frosst: Not part of it but mentorship night happening tomorrow at 7pm! First in-person event of the year!

##### II) ECE

No updates.

##### III) mechanical

Jonah Barclay: Trying to continue to get merchandise out there. Hoping to host academic help sessions near exams.

##### IV) mining

Francesco Cammalleri: Having trouble getting funds from Bank of EngSoc. Hoping to get that resolved.

# XVi. Year Reports

##### I) Sci ’22

Julia Takimoto: Yearbook Rep! Nick has already got started in his role. Ran our virtual trivia night last weekend, went well. Sending merchandise as prizes. Yearbook photo collection starting. Please send us those photos, we’d love to see them! More merchandise going on the EngSoc store. Face masks now on sale. $5 off. Free shipping in Kingston. If you’re in the GTA and send me a really nice message, I can also drop it off for you! Looking forward to the holidays!

##### II) Sci ’23

Noa Wyman: Working on year merchandise, hoping to get an order form. Set-up schedule internally for activities we’re planning. Two social media campaigns, one over exams and one over the holidays. Look out for that on our social media pages!

##### III) Sci ‘24

Ali Bekheet: Currently, we are in the process of working on merchandise. Setting up outline for events. Taking it a bit easier due to exams.

##### Iv) Sci ’25

Hayley Galsworthy: Sabrina is feeling sick so I’m subbing in. Goal setting over the next couple of weeks. Re-working budget. Working on merchandise. Geo caching over next couple of weeks and planning another Kahoot.

# xVIi. Statements and Questions by Members

N/A.

##### Motion to Close:

**Motion Passes, 7:55 pm**