

###### Council Minutes

Thursday, March 17th, 2022

6:30 pm, Video Conference

Speaker: Nick Neokleous

Secretary: Matthew Sun

*Council begins, 6:30 pm.*

# I. ATTENDANCE

# II. ADOPTION OF THE AGENDA: Motion 1

##### Motion 1

Whereas: It’s the Annual General Meeting;

& whereas: Everyone gets a vote today!;

BE IT RESOLVED THAT:

Council approve the agenda of the Annual General Meeting of Wednesday, March 17th, 2022, as seen on the Engineering Society website.

Moved by: Ben “Jamin” Higgs

Seconded by: Andrew “Happy St. Patty’s!” da Silva

**Motion passes, 6:36 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 Thursday, March 3rd, 2022, as seen on the Engineering Society website.

Moved by: Ben “Ocean Man” Higgs

Seconded by: Andrew “take me by the hand” da Silva

**Motion passes, 6:38 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. Everyone has a vote at AGM! Please use the speaker’s queue if you would like to speak. State your name and position before speaking. A point of information is used for correcting factual information. A point of personal privilege is typically only used to proxy your vote or correcting a misinterpretation of something you previously said. A direct response is used to respond to a question asked by another member during debate. Happy St. Patty’s Day! Please be aware that you must be sober at council as by-law prohibits any members to be under the influence of alcohol or drugs within council chambers. Otherwise, you may be removed so please be mindful of that. Thank you for listening!

# V. Presentations

#### External communications committee 2021-2022 Presentation

* Attended various conferences
* Participated and voted on behalf of Queen’s in General Assembly
* Built relationships with other student bodies
* ESSCO membership status details soon
* ESSCO financial analysis (approximation) and survey completed, conference delegate reports in progress
* ESSCO survey results
* ExCommComm elected to recommend that Queen’s EngSoc join ESSCO as full members starting May 2022
* Plan to increase involvement opportunities

#### Edii Accountability report 2022 Presentation

* EDII Conference completed
* Bursary Program is being expanded
* EDII Chat implemented
* Sustainability & Diversity Job Fair by PD
* Implementation of pronouns for in-person activities
* O-Week survey & report
* EngLinks Bursaries for personal tutors
* EDII workplace module
* EDII funds request
* Design Bay accessibility improvements
* EDII design team committee
* Accessible Spaces fund
* Increased collaboration with EDII-based groups at Queen’s
* Increased accessibility in services spaces
* Tea Room menu re-vamp and promoting local vendors
* Increased merchandise affordability
* Increased accessibility to paper content and “pressnites”
* Increasing representation of models
* iCon equipment list for the visually impaired
* EngSoc training revamp
* First Year EDII events
* EDII based hiring questions
* BLM patches, menstrual products in Engineering buildings (external initiatives), gender neutral washrooms

#### Operational budget 2021-2022 Presentation

* Revenues as expected
* Overestimate on student numbers
* Recovery fee
* Director breakdown of expenses
* Expenses less than expected
* Online events cost less
* In-person: backloaded
* Many directors have end-of-year purchases
* Directors have also reallocated money from ‘zero’ purchases
* Future plans on investigating student rebate

# Vi. Executive oath

The Incoming Executives: Standing before the membership at this AGM occurring on March 17th, 2022, I <name>, the incoming <position> pledge to uphold the values, duties and visions of the Engineering Society at Queen’s University along with any other responsibilities as a member of the executive as outlined in the constitution, by-laws, and policy manuals of the Engineering Society of Queen’s University.

# vii. New Business [Motions 3-15]

##### Motion 3

Whereas: Our ESSCO observer membership is about to run out;

& whereas: It's time to make a decision;

BE IT RESOLVED THAT:

Council move to become full members of the Engineering Students Societies' Council of Ontario (ESSCO)

Moved by: Aidan "Kalena Dalena Selena Serena" Shimizu

Seconded by: Kalena "Aidan Shimizu is the best upper ever" McCloskey

**Motion passes, 7:57 pm**

##### Motion 4

Whereas: In an attempt to add a Social Media Manager to the Communications team, it was observed that no description of any Managers within the Communications team existed.

& whereas: To make these descriptions exist.;

BE IT RESOLVED THAT:

Council approve of the changes to Policy: Beta C.9.3.a.i-v, C.9.3.g, C.9.4 as seen in *Appendix*-Society Leadership- Directors

Moved by: Jane “Mini-Kaija” Cohen-Wallis

Seconded by: Kaija “Almost Washed up” Niska Edwards

**Motion passes, 7:58 pm**

##### Motion 5

Whereas: By-Law must reflect the previously (hopefully) passed motion to amend Policy.

& whereas: Still needing By-Law to reflect Policy;

BE IT RESOLVED THAT:

Council approve of the changes to By-Law 8- B.9.a.i, as seen in *Appendix*- By-Law 8- Engineering Society Directors

Moved by: Jane (Still Mini-Kaija) Cohen-Wallis

Seconded by: Kaija (Even Closer to Being Washed Up) Niska Edwards

**Motion passes, 8:00 pm**

##### Motion 6

Whereas: Current Hiring Policy is outdated with several discrepancies;

& whereas: Hiring Policy should reflect EngSoc's current hiring practices to minimize confusion and act as an accurate reference for those involved in the hiring process;

BE IT RESOLVED THAT:

Council approve of the changes to Policy γ.B as seen in *Appendix*- Shiny New Hiring Policy

Moved by: Alison "if I see the words 'EngSoc Dash' one more time I will actually cry" Wong

Seconded by: Kaija “and beware I am an ugly crier” Niska Edwards

**Motion passes, 8:02 pm**

##### Motion 7

Whereas: Some wording in the current description of the Director of Human Resources role is inaccurate;

& whereas: The description should be an accurate reflection of the role;

BE IT RESOLVED THAT:

Council approve of the changes to β.C.10 in Policy as seen in *Appendix*- This is DOHR

Moved by: Alison “Precision of language, please” Wong

Seconded by: Kaija “and thank you.” Niska Edwards

**Motion passes, 8:03 pm**

##### Motion 8

Whereas: The service managers deserve recognition for their hard work

& whereas: The award has been given before and is and is already on the EngSoc website and should be reflected in By-Law.

BE IT RESOLVED THAT:

Council approve of the changes to By-Law Section 17.B.22. as seen in *Appendix*- Quality Service.

Moved by: Kaija “Thank you” Niska Edwards

Seconded by: Andrew “Alexa & Dalena” da Silva

**Motion passes, 8:05 pm**

##### Motion 9

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

BE IT RESOLVED THAT:

Kaija Niska Edwards be elected as the Speaker and Chief Electoral Officer of the Engineering Society.

Moved by: Andrew “Nick is washed” da Silva

Seconded by: Ben “and needs a replacement” Higgs

**Motion passes, 8:18 pm**

##### 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 Danielle Rivard, Jane Cohen Wallis, and Evan Wray, will sit on the Engineering Society and Research Centre (Kingston) Board of Directors as of May 1st, 2021.

Moved by: Danielle Rivard

Seconded by: Jane Cohen Wallis

Thirded by: Evan Wray

**Motion passes, 8:20 pm**

##### Motion 11

Whereas: Our policy on external relations should be updated

& whereas: A few changes to the portfolio were made this year

BE IT RESOLVED THAT:

Council approve of the changes to Policy Policy: β.C.13, µ.B.4, µ.B.5, µ.C, ν.D as seen in Appendix ER POLICY IS BEST

Moved by: Aidan "Kalena Rochana" Shimizu

Seconded by: Jonah "Zaid Jordan Emma" Opler

**Motion passes, 8:23 pm**

##### Motion 12

Whereas: By Engsoc Law the Engsoc By-Law should be updated by La DoER

& whereas: I think Aidan Shimizu is very good looking

BE IT RESOLVED THAT:

Council approve of the changes to By-Law: 8.B.13, 10.B.1, 10.G.2, 17.A.2, 19.B.1

as seen in Appendix ER BY-LAW IS BEST

Moved by: Aidan "The DoER is a doer that does" Shimizu

Seconded by: Jonah "Good luck following Kalena" Opler

**Motion passes, 8:26 pm**

##### Motion 13

Whereas: The alumni and Faculty members of the Advisory Board of the Engineering Society are to be “annually nominated by the executive”;

BE IT RESOLVED THAT:

David Strong and John Carlson are elected as Faculty representatives for the Advisory Board of the Engineering Society for a one-year term.

BE IT RESOLVED THAT: Richard Ward and Robert Lablans are elected as Alumni representatives for the Advisory Board of the Engineering Society for a one-year term.

Moved by: Julia “” Newcombe

Seconded by: Christina “” Bisol

**Motion passes, 8:28 pm**

##### Motion 14

Whereas: Danielle, Jane, and Evan 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:

* + Thomas Mulvihill – Director of First Year
  + Michael Cronin– Director of Design
  + Sarah Goldin – Director of Communications
  + Hayley Galsworthy– Director of Human Resources
  + Benjamin Higgs – Director of Governance
  + Victoria Palumbi – Director of Clubs & Conferences
  + Kalena McCloskey – Director of External Relations
  + Connor Bosy– Director of Academics
  + Kate Patterson – Director of Professional Development
  + Orissa Ghai – Director of Finance
  + Alexa Hadley – Director of Services
  + Maggie-Mae Burr – Director of Internal Processes
  + Aidan Foran – Director of Events
  + Ian DeSouza – Director of Information Technology

Moved by: Danielle “2021” Rivard

Seconded by: Jane “<”

Thirded by: Evan “2022” Wray

**Motion passes, 8:44 pm**

##### Motion 15

Whereas: The current Advisory Board members are reaching the end of their term,

& whereas: Advisory Board needs new members,

BE IT RESOLVED THAT:

Council elect Noa Wyman and Eli Herr to two-year terms on the Advisory Board and Jonah Opler, Urooba Salar, Jackson Cowie and David Laughton to one-year terms on the Advisory Board.

Moved by: Julia “Washed up One” Newcombe

Seconded by: Christina “Washed up Two“ Bisol

**Motion passes, 8:54 pm**

# viii. Executive reports

##### i) President

Christina Bisol: Congratulations to everyone who got ratified or elected today! There has been a memo sent by a Dean regarding self-isolation. Be respectful to the community this weekend. Awards committee, meeting the Dean, and more transitioning.

##### II) Vice president of operations

Ben Frosst: Transitioning with Evan. Finance related things with Michael and FO’s. Reviewing EngSoc budget. Staying up to date with regards to COVID-19 on services.

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

Kaija Niska Edwards: Lots of incoming statics and meetings. More transitioning. FEAS wellness update. More promotion on well-being related services. Mental health course added to complimentary studies. EngSoc Awards nominations. MRE student representation. Ongoing hiring for Sci Formal ’23.

# ix. Director Reports

##### i) Academics

Alexa Hadley: Weekly statics, more transitioning. Hiring for incoming role. BED Fund getting sorted out. EngLinks running in-person first year workshops. Academic caucus completed.

##### II) Communications

Ella McGurk: More transitioning. Met with current team for celebrations. Hiring for graphics. Completed graphics, new purchases. Continuing to support my team. Wrapping up final campaigns.

##### iII) Clubs & conferences

Adam Fell: Transitioning. Hiring of Co-Chairs. Wrapping up clubs and conferences. Interview meetings. Finishing portfolio.

##### IV) Design

Jen Kovinich: Design team showcase completed. Planning design team appreciation event. Transitioning lower. Helping teams with hiring. Weekly statics. Helping teams navigate space allocation.

##### V) Internal Processes

Evan Wray: Recovering SharePoint. Automation work. Awards Banquet planning and transitioning lower. Regular statics. Scheduling office-hours so incoming ED team can learn what’s involved.

##### vI) External Relations

Aidan Shimizu: Transitioning. Made policy and by-law changes related to external relations. Completed survey for ESSCO, AGM presentation. Continuing delegate report. Running initiatives with Outreach Team and Fix n’ Clean. Wellness Week event with Outreach Team coming up. Will continue working with local indigenous organizations to begin indigenous patch initiative.

##### vii) Finance

Michael Butler: Running BoE. Completing month ends. Transitioning. Operational budget presentation.

##### VIII) First Year

Allen Liu: Transitioning. Helping managers with manuals. End of the year events. EngLinks help desk for exams. Social media initiative with international rep, @quenginternational.

##### IX) Human Resources

Alison Wong: Lots and lots of hiring happening. Transitioning. Reached out for permanent/longer-term Articulate360 subscription. Continuing with hiring maintenance.

##### x) Governance

Andrew Da Silva: Organizing EngSoc Awards Committee and AGM. Collecting signatures for AGM. Overseeing Discipline club and year elections. Transitioning and wrapping up the directorship.

##### xI) Information Technology

Zach Donovan: Programmed PLA subservices to support dynamic ACL headers. Employed user generated analog FTP across web layer. Narrowed down source of THX interfaces across network. Transitioning, Sped up online BIOS sensor. Finalizing documentation for infrastructure projects. Attending meetings with ITS.

##### xiI) Social Issues

Jheeven Salvarajah: EDII Conference. Bursary Automation. EDII resources. Indigenous patch initiative. EDII website development – may be passed to incoming DoSI. Accessibility system reform proposal. Gender washroom initiative and menstrual products initiative. More weekly meetings and statics.

##### xiII) Professional Development

Marissa Matthews: EDII in the Workplace Module feedback obtained. Advertising student survey. Ran alumni panel. Consulting week. Transitioning. More workshops to finish the year.

##### xIv) Services

Dalena Vo: Transitioning. Tea Room initiative. Indigenous Art Gallery Event, Teas for Trees, and Huskee Cup. Clark safety plan approved. CEO has begun office hours. Assisting with Golden Words safety plan.

# x. Question Period

No questions.

# Xi. Faculty Board Report

Jonah Opler: No motions went through. Notice of a motion for finalizing the adoption of the senate policy on DFAI into FEAS policies. Stats on discipline selection, most popular was mechanical for next year.

# Xii. Alma Mater Society Report

Christina Bisol: Had AGM last week. Mostly on the nomination of rectors to go into the election period. No major points brought forward. Guess speaker talked on COVID-19 and how we are transitioning to an endemic.

# xiii. Senate Report

Christina Bisol: Student senate caucus plans on changing the process for academic considerations. New system called Ventus that streamlines the process for submitting academic consideration and accommodation forms. Need to advocate to Dean.

# XIv. Engineering Review Board Report

Hiring is taking place! Please apply if interested.

# Xv. Advisory Board Report

Julia Newcombe: New members, starting to transition. Doing end of year reports starting next week.

# XVi. Club Reports

##### I) APPLIED MATH

Aidan Shimizu: Elections and merch.

##### II) CHEMENGCHEM

Nick Neokleous: Paid debt. Merch. End of year banquet sanctioned.

##### III) GEOLOGICAL

Marie-Helene Lapointe: End of year banquet. Furr cup. Elections.

##### IV) Civil

Merch.

##### V) ENG PHYS

No updates.

##### VI) ECE

Nick Mertin: Merch delayed. Elections. Hoping to run in-person event before year ends.

##### VII) MECHANICAL

No updates.

##### VIII) MINING

No updates.

# XVii. Year Reports

##### I) Sci ’22

Nick Mertin: Yearbook almost ready! More details on IG. Trying to plan in-person send-off at Clark Hall Pub. Finalizing details. Updating transition documents.

##### II) Sci ’23

Noa Wyman: Elections and merch. IG page back up!

##### III) Sci ‘24

Ali Bekheet: Elections and merch. Year crest hanging event booked. Happy St. Patty’s!

##### Iv) Sci ’25

Sabrina Button: Merch. Form for year motto. Elections.

# xVIii. Statements and Questions by Members and discussion period

Discussion Key Points:

* Hoping to improve social environment in EngSoc to be more inclusive for all members
* New chair position and committee planned to address engagement and representation issues
* Students feel that there’s a lack of student input within EngSoc decisions
* Stories related to lack of representation
* Potential policy and by-law reform is a possibility to help address these problems
* DoHR is always open to act as a third-party or neutral member in these conversations
* Ideas of promoting EngSoc in general as well as other student bodies or EngSoc organizations
* EngSoc must move forward towards embracing a welcoming and equal culture without any type of discrimination or representation issues

##### Motion to Close:

**Motion Passes, 10:36 pm**