

μ: CONFERENCES AND COMPETITIONS

Preamble: The conferences and competitions policy outlines some of the possible conferences and completions that the Engineering Society may host or attended, including their objectives and the structure of their respective organizational committees when applicable.

A. Internal Conferences and Competitions

(Ref. Bylaw 9)

Part I: General

1. Each year the Engineering Society shall hold the following conferences and competitions. The aims of the conferences are to make engineering students aware of the various aspects of engineering and the opportunities available to them as future engineers. The competitions allow the engineering students to apply their knowledge and skills towards practical problems. Both types of events also give the students the opportunity to be exposed to and interact with professionals in industry and government.

Part II: Conference Coordinator

2. The conference coordinator shall act as a liaison between the VP (Student Development) and the conferences. They shall relay all pertinent information between the conferences and be a resource for each. Their duties include, but are not restricted to:

- a. Attending at least one meeting a month with each conference committee.
- b. Chairing the conference roundtable.
- c. Collecting and recording all conference chair transition reports, which are subject to the coordinators approval before being finalized.
- d. Extending invitations to potential external delegates and acting as EngSoc and conference contact for all external delegates attending the event with the permission of the respective committees.
- e. Obtaining letters of endorsement from the Dean of Applied Science and the Engineering Society executive pertaining to sponsorship, speaker and delegate welcome packages.
- f. Ensuring Engineering Society hiring policies are being adhered to by the conferences, while participating in the conference chair hiring.
- g. Attending regular meetings with the VP (Student Development).
- h. Respecting conference confidentiality.

Part III: Objectives

3. Conference on Industry and Resources, Queen's University Engineering (CIRQUE)

- a. The Engineering Society may hold an annual conference entitled "The Conference on Industry and Resources, Queen's University Engineering" (CIRQUE) open to all engineering students.
 - b. The aims of CIRQUE shall be:
 - i. to educate delegates on the diverse career opportunities available to an engineering graduate; and
 - ii. to educate delegates on the professional roles and responsibilities of engineers.
 - c. CIRQUE shall normally be held in the first half of the second term of the school year
4. Queen's Engineering Competition (QEC)
- a. The Engineering Society may hold an annual competition entitled "The Queen's Engineering Competition" (QEC).
 - b. The aims of QEC shall be:
 - i. to educate members of the Engineering Society and the Queen's community about the nature of the ten engineering disciplines offered at Queen's; and
 - ii. to provide a forum for independent projects.
 - c. QEC shall normally be held in the first half of the second term of the school year.
5. Commerce and Engineering for Environment Conference (CEEC)
- a. The Engineering Society, in cooperation with the Commerce Society, may hold an annual conference entitled " Commerce and Engineering for Environment Conference " (CEEC).
 - b. The aims of CEEC shall be:
 - i. to educate commerce and engineering students on current environmental issues;
 - ii. to provide a cooperative environment in which professionals can interact to arrive at workable solutions; and
 - iii. to encourage the use of sustainable development and management practices in the careers of graduating professionals.
 - c. CEEC shall be held in the second half of the second term of the school year.

Part IV: The Committee

6. The Engineering Society shall appoint the Chairperson(s) of the Organizing Committee of each conference or competition on the recommendation of the Appointments Committee.
7. The Chairperson(s) must be a member of the Engineering Society, with exceptions given to the CEEC Co-ordinators.
8. The size and structure of the balance of the Organizing Committee shall be up to the discretion of the Chairperson(s).

9. The new Organizing Committee for the next year of each conference or competition shall be selected as soon as possible after the event takes place.

Part V: Finances

10. All conferences/competitions shall maintain their own finances which shall be separate from other Engineering Society Finances, or shall bank with the "Bank of EngSoc". Any surpluses or losses incurred by events that bank with the "Bank of EngSoc" at the end of each financial year shall be presented as a line item of the Final Engineering Society Operating Budget by the Vice President (Operations), as outlined in θ , C.

11. All conferences/competitions shall budget for zero loss.

12. The Budget Approval Committee shall approve all conferences' and competitions' Preliminary Budgets and the Final Budgets, as outlined in θ , F.

13. All conferences/competitions shall follow the financial policies outlined in θ , F.

14. Because tax-deductible corporate donations are accepted by these events, an account must be held at Financial Services in which these donations are deposited. The donations are to be deposited through the Office of Advancement (Alumni Affairs), the body that issues the tax receipts.

15. a. CIRQUE and CEEC shall be primarily financed through corporate sponsorship, as well as fees charged to student delegates.

b. QEC shall be primarily financed through corporate sponsorship.

B. Hosted Conferences and Competitions

(Ref. By-Law 9, Part XI)

Part I: General

1. Periodically EngSoc hosts a conference or competition which rotates from school to school. It is recognized that these conferences and competitions are generally separate from the society and responsible to an external body. It is also noted that EngSoc is held responsible for any negative impact from these events.

Part II: The Committee

2. The Engineering Society shall appoint the chair of the Organizing committee on the recommendation of the Interview Committee.

3. The Chair must be a member of EngSoc

4. The size and structure of the balance of the Organizing Committee shall be up to the discretion of the Chair.

5. The Vice-President (Student Development) shall be an ex-officio member of the Organizing Committee.

Part III: Finances

6. All hosted conferences and competitions shall bank with the “Bank of EngSoc”, as outline in θ , B.
7. All hosted conferences and competitions shall budget for zero loss.
8. The Budget Approval Committee shall approve all hosted conferences’ and competitions’ Preliminary Budgets and Final Budgets, as outlined in θ , G.
9. Any surpluses or deficits incurred by hosted conferences or competitions at the end of each financial year shall be presented as a line item of the Final Engineering Society Operating Budget by the Vice President (Operations), as outlined in θ , C.
10. All hosted conferences and competitions shall follow the financial policies outline in θ , B.

Part IV: Conferences

11.
 - a. CFES: Canadian Federation of Engineering Students;
 - b. ESSCO AGM: Engineering Student Society Council of Ontario AGM;
 - c. ESSCO PM: Engineering Student Society Council of Ontario Presidents’ Meeting;
and
 - d. PEO: Professional Engineers of Ontario Student Conference.

Part V: Competitions

12.
 - a. OEC: Ontario Engineering Competition;
 - b. CEC: Canadian Engineering Competition;
 - c. Any additional design team competition