**Engineering Society Council Minutes**

Engineering Society of Queen’s University

Thursday, January 21st 2016

Dunning Hall, Room 12

Speaker: Ryan Cattrysse

   Secretary: Lianne Zelsman

*Council begins: 6:05 pm*

## I. Attendance

Ryan Cattrysse: Welcome Council. I apologize for beginning late, we were waiting for people to arrive for presentations. Attendance will be taken after our first two motions.

## II. Adoption of the Agenda

### Motion 1

Whereas: It is elections season;

& Whereas: We have a lot of presentations to get to!

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, January 21st 2016, as seen on the Engineering Society website.

Moved by: Julianna Jeans

Seconded by: Ryan Cattrysse

Opening (Julianna Jeans): I hope you all had a good week. We have all of the Alma Mater Society (AMS) candidates for Executive and Rector here today, so we will have them all speak in a few minutes.

**Motion Passes: 6:06 pm (30, 0, 0)**

Let it be noted that Stephan Dobri abstained.

## III. Adoption of the Minutes

### Motion 2

Whereas: Lianne had another long set of minutes last time;

& Whereas: They were great as usual;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday, January 7th 2016 as seen on the Engineering Society website.

Moved by: Lianne Zelsman

Seconded by: Julianna Jeans

Opening (Lianne Zelsman): If there are any problems with the minutes let me know.

**Motion Passes: 6:07 pm (30, 0, 0)**

Let it be noted that Stephan Dobri and Avery Cole abstained.

## IV. Speaker’s Business

Ryan Cattrysse: Now onto attendance. Please Click 1 if you are here, 2 if you are a proxy. It is important for us to know if we reach quorum. If you are not a proxy and have your own vote, raise your placard. We have many presentations today. Please use points of order correctly today. The procedures are outlined on your placards in front of you. I will cut people off who misuse their points.

*Attendance taken: 6:08 pm*

*Quorum met.*

## V. Presentations

###  i) AMS Vice-President Operations

Kyle Beaudry: Stephanie Harper is here with me today. She is the AMS Hospitality and Safety Services Director. We are here to discuss the increase of wages for Student Constables (StuCons).

Stephanie Harper: Last time the wage was increased was a few years ago by $1.66. It is mainly for the high cost of training StuCons. We are also looking to subsidize the cost of StuCons for clubs and faculty, which I think is really important for you guys since you need them for Sci Formal. We are hoping you can support this.

Kyle Beaudry: If you have any questions we are happy to answer.

Alexander Rey: Are you looking to subsidize StuCons for all faculty sponsored things, such as Clark Hall?

Kyle Beaudry: It is just for any faculty club or organization. We are increasing wages, but keeping the $12 rate for StuCons at Clark.

Stephanie Harper: We are looking for places that are non-revenue generating.

Alexander Cavaliere: Can you talk about how the StuCon wage works currently? In my experience, I have noticed charges related to HST on top of the wages. I do not know of any other organization in Canada that charges tax on wages. Can you elaborate on how the system currently works?

Stephanie Harper: You are currently charged a flat rate of $12 dollars per StuCon. We pay the cost of the HST so you just have the flat rate.

Alexander Cavaliere: On the form that you fill out to request StuCons it lists the rate as something that will be applied as a charge, which I have noticed on invoices. I was just curious why that is the way it is?

Kyle Beaudry: If you want to follow up, we are happy to look into that for you. Stephanie can inquire about that. We do not want people to have to pay for things they feel are unfair.

Alex Wood: On average how much would a discipline club be paying for a StuCon with the changes?

Stephanie Harper: We are looking at about a $7 to $8 charge versus the original $12 charge, but it would be up to the next Vice President of Operations to decide on the final number.

Emily Townshend: Why do we have to have StuCons at our events? Why are they there? What function do they serve?

Kyle Beaudry: The AMS insurance policy requires them at any large event with a huge crowd, alcohol or outdoor environment. StuCons must go so that insurance can apply in the case of an emergency. Say something happens, EngSoc could be held responsible. StuCons are there to prevent bad things from happening in the first place. When insurance kicks in, it shows that we did everything we could to maintain safety.

James Gibbard-McCall: What are you trying to do this year specifically? What is the purpose of this?

Kyle Beaudry: We are looking to increase the fee by $1 and to subsidize for clubs.

###  ii) Rector Candidates

Liam Dowling: Good evening. I am a second year Con-Ed science student. My experience includes being the ASUS rep on AMS for two years and being a Con-Ed orientation leader. I want to increase the student experience. My platform has four pillars: student health and wellness, student life and traditions, teaching and learning, and communication and advocacy.

Cam Yung: Hi everyone, I am a fourth year biology major who has been living and working in residence for three years. My platform pillars are as follows. Access student resources, which includes doing things like increasing study space. Building the Queen’s network, which will focus on breaking the barrier between undergrad and graduate students as well as creating a mentor program with alumni. Allowing Queen’s students to be themselves, which will focus on encouraging everyone to celebrate their unique identities.

Julia Fulton: I am in third year student studying psychology and math. My main focus will be on sexual violence on campus. I want to have a sexual assault centre on campus. I will also work towards improving the mental health of students by getting more councillors on campus and working with current groups to create workshops for mental health issues. Another focus for my platform is to increase resource accessibility. One idea is to build a hub online where students seeking help can find many resources in a centralized area.

Rigers Rukaj: Hi everyone, I am a third year chemical engineering student. I am currently the Engineering Society’s third year AMS representative. My platform as three pillars. Strained student resources: a focus on ensuring that enrollment growth is met with a matched investment in student resources. Student autonomy: a focus on things such as defending our traditions based on their merits and helping to ensure their sustainability. Mental health: looking to address issues by encouraging TA training to focus on equity and anti-oppression, as well as increase staffing of cross-cultural mental health councillors.

*Question period begins.*

Mike Blair: As Rector you have to address issues that are quite unexpected. How will you ensure that you have the pulse of the student body to make sure that you can accurately represent them?

Cam Yung: I would hold office hours to ensure students can have face to face communication, or have open public forums. Another idea would be to remodel the Rector website so that people can have interaction online. We want a clear, concise voice.

Julia Fulton: I would create rapport with different faculties and attend faculty meetings so that in a reactive way I will have a baseline of what is going on. Hopefully faculties will know that I will be available to them as a resource to ensure that their needs are met.

Rigers Rukaj: On the Board of Trustees the Rector has to sit for the student voice. I would do things to bring together the individual faculty society presidents so that they meet and interact, which will help spread information to every constituent.

Liam Dowling: It is important to keep up rapport with different faculties and assemblies. We need to work with the undergraduate and graduate student trustees to make sure that they are communicating readily between each other and with the students.

Callen Hageman: Every presentation has started with “what is a Rector”. Could you give us, in three words or less, an explanation of what you think a Rector is?

Julia Fulton: Support, advocate, confidant.

Rigers Rukaj: Ombudsperson for students.

Liam Dowling: Servant and leader.

Cam Yung: Advocate, family, support.

Jacqueline Craig: The Rector is responsible for both undergraduate and graduate students. What steps will you take to improve our international ranking as a school?

Rigers Rukaj: The graduate students need to be better supported. What I have heard at Board is that they are overworked and their health has not been taken into account. They will be more successful if they have a better support system.

Liam Dowling: I would look into research and learning. We need to increase the learning skills of graduates to ensure that they can develop. I would promote world class research, like our recent Nobel Prize.

Cam Yung: The purpose of the Rector is to make sure students have access to education. Whether it is mental health support or support for sexual assault survivors, we just need to make sure we have those resources available.

Julia Fulton: Students thrive when they are being challenged and have a baseline of support under them. It is important for them to know all of the services that are available to them. I would like to build a resource hub so that they can easily get answers and know that they are better supported.

Julie Tseng: What is something in your campaign that sets you apart from other candidates?

Liam Dowling: My pillar on teaching and learning. As a Con-Ed student, it is what I am passionate about. We are all here to get a good education. I understand how things affect the broader learning environment.

Cam Yung: I would work on building the alumni network and focusing on professional development. In addition, my experience as a Don has really given me the opportunity to be a support for students. I will continue to be a resource and to listen to them.

Julia Fulton: It would be the relatable and approachable approach we are taking. For example in our booth we play things like Cards Against Humanity. This way people not really interested in politics will still be involved.

Rigers Rukaj: I have been involved in multiple, different aspects of our school. Not only do I sit on assembly, but I am also a Queen’s Bands cheerleader and a barista at the Tea Room. I previously worked for Walkhome and served as a NEWTS orientation leader. Last year SHRC was de-ratified as an AMS club. We should not be dismantling our services, we should be defending them.

Taylor Sweet: Being a Rector is obviously a lot of work. What motivates or inspires you to take on the position?

Cam Yung: I do not see Queen’s as just a bunch of buildings and roads. I see it as individuals who are here as part of a family. Together we are amazing. I want to work with our family to make our school even better.

Julia Fulton: I would consider myself an external candidate. I know how to represent the average student who is not very involved. I want to make a difference for students who will not pass the half way line.

Rigers Rukaj: One thing I have heard is that the Office of the Rector can be very lonely. The Rector needs to be able to understand the interests of the entire university. I moved a lot while growing up, with English being my third language. I want to steer Queen’s in the right direction to help maintain its traditions and make sure the campus is welcoming and inclusive.

Liam Dowling: The students motivate me. It is what keeps us diverse. Coming from an education background, I very much enjoy working with students. I want to focus on how we can make our education and ourselves better.

###  iii) AMS Executive Candidates

*The following are members of Team CSG.*

Gregory Radisic: I am running for Vice President of University Affairs.

Colin Zarzour: I am running for President.

Sarah Anderson: I am running for Vice President of Operations.

*The following are members of Team LWT.*

Dave Walker: I am running for Vice President of Operations.

Carolyn Thompson: I am running for Vice President of University Affairs.

Tyler Lively: I am running for President.

*Both teams are given three minutes to open.*

Carolyn Thompson (LWT): We have three key platform points: focused services, determined advocacy and better student life.

Tyler Lively (LWT): For focused services, whether it is CoGro or TAPS, we really see the importance of adjusting services based on their relevancy to students. Some of our ideas include cloud printing at the Publishing and Copy Centre (P&CC) and expanding the TriColour Express routes. We need it to get past Toronto so that people can get home to other places.

Carolyn Thompson (LWT): For determined advocacy, we want a greater library space. We want to advocate for the university to make sure our study space increases. We will also focus on student wellness services. The quality and quantity of the services has been problematic in the past few years. It is not really accessible to students. You should not have to miss class to go to the doctor. We want to implement a universal feedback system to make sure students can bring their concerns to one central location.

Dave Walker (LWT): We will also focus on a better student life. The Rector candidates spoke about how engaged our students are. We want to make sure we are bringing in engaged students. The university just made the Personal Statement of Experience (PSE) optional. We want to work with them to go back and make it mandatory. We do not want to bring it back exactly the same, but rather adjust it to make sure we have a diverse class of engaged, incoming students.

Colin Zarzour (CSG): We believe the AMS needs to make it their number one priority to talk to and consult with students. We want to bring student voices into the conversation. Our platform is very comprehensive, but we have brought three main points to discuss today. The first one is the crisis of sexual assault and violence at Queen’s. We have failed in the past by how badly we have dealt with this issue. Three separate papers have addressed the problem. We must advocate for a sexual assault help centre. We will make it a priority that the university choses this recommendation.

Gregory Radisic (CSG): We want to work on the reduction of mental health wait times. As ResSoc president, I live in residence. I am a resource for people. I am who people go to if there is a barrier between them and mental health resources. I have seen this huge barrier. Students who go to ask for help can wait up to four weeks for an appointment. Four weeks can make a huge difference. We want to hire more graduate students to tackle these issues.

Sarah Anderson (CSG): My focus is on operations. We have been hearing about the physical responsibility and sustainability of AMS Incorporated. We would like to implement a Financial Sustainability Board. We have realized that such a committee would be very helpful to make sure student dollars are used efficiently.

*Question period begins.*

Jamil Pirani: What is the biggest issue the student body will face during your term?

Colin Zarzour (CSG): The reason we want to address sexual violence first and foremost is because it is a massive problem we are currently facing. It is a crisis and it needs an immediate focus. For us it is what will occupy a large amount of our time.

Tyler Lively (LWT): We plan to tackle the problems caused by increasing enrollment. It has been a problem for a number of years. It is really straining our current support system. Services such as our health resources, sidewalk clearance and study space are all strained by the large amount of students.

Jacqueline Craig: What is one thing that you admire that EngSoc does that the AMS does not? Would you implement it? If so, how?

Tyler Lively (LWT): To be honest, I notice how fun this environment is. You have a really fun assembly, while ours can be really dull. One thing we can do to engage students is to promote a more fun assembly to encourage them to come out.

Colin Zarzour (CSG): One thing I really admire is the academic manuals you guys release. I think they are very useful to students. I do not know if it is something we should be implementing. No one knows the engineering students better than you guys. It is important that we support you and let you continue doing what you do best, without trying to copy it.

*Troy Su leaves and proxies vote to Clare Butler.*

*Paige Leedale leaves and proxies vote to Andrew Dunsmoor*.

Callen Hageman: There have been many issues surrounding the discussion about the Non Academic Misconduct (NAM) system. There has been feedback that students and the AMS Executive have not done enough. What would you have done differently than the current Executive?

Gregory Radisic (CSG): NAM has been my life for the past year. As ResSoc President, it is a large part of my daily job. In residence we see many cases of NAM. I would like to have seen everyone have representation in the consultation on the subject. Residence Society is not represented, even though we deal with so many cases. Moving forward I would like to make sure students are involved in the whole process.

Carolyn Thompson (LWT): I also had the privilege of being in the loop. As senator I sat in on many meetings. What we should have done in the beginning is consult students in what we need to do for them. We could have released a survey. Another thing we should have done is had information sessions on the issue, as much of the jargon was difficult to understand. We need to bring the topic back to students and explain what is actually happening. Moving forward we need to make sure all students are represented at every level and work on maintaining a restorative system.

Andrew Crawford: I sat in on the building and planning committee for the PEC renovations. I was in an all stakeholder meeting, yet I was only one of two students in the room of forty people. Both students were in engineering. How will you ensure undergraduate student voices are heard on major university projects like this, when AMS does not necessarily have a direct stake but should still be invited to table?

Tyler Lively (LWT): We actually met with them yesterday and spoke about that project. What we understand is that a lot of plans are being developed as we speak. They have not gone to the architect for final designs just yet. After we are elected, if that happens after, we want make sure to develop a relationship to ensure there is student consultation.

Colin Zarzour (CSG): I think it is also not enough to say we are going to get in on the project. We need to also make sure that the university is not just rushing forward to get the building done. People are looking to fund projects like this and it is important to say that you must include us in on them as there are avenues that require student input. We take these matters very seriously.

Galvin Niu: You mentioned increasing study space in libraries. How exactly do you plan on achieving this goal both short term and long term?

Colin Zarzour (CSG): All library space is allocated and planned for via a master space plan. You will hear about things like moving books out to clear space. We want to be more creative than that. There are many spaces not being used as student space. For example there is a loading dock in Stauffer basement that could be used. I had a pleasure of working on a survey last year that discussed student spaces. I want to include students in this conversation.

Carolyn Thompson (LWT): In the short term we need to figure out where we have different spaces. One idea we have is The Brew. It has 40 seats, but is only open until 3 pm. We want to retract the security gates after hours to make it a 24 hour study space. There is a 20 year plan in existence that does not necessarily work for students as we are increasing by so many students per year. We need to go to the university and explain that this is a pressing issue for students.

Evan Dressel: How do you plan to reduce stigma surrounding sexual assaults, as general campaigns tend to be very impersonal?

Carolyn Thompson (LWT): I think it is really about opening up the conversation. It is important to make sure students are comfortable talking about this. It is an issue that we should not be hiding from. We want to work with the current sexual assault working groups and figuring out their plans to tackle this on campus so that we can move forward with them.

Colin Zarzour (CSG): Thank you for the question. It is very important that we acknowledge the flaws of these campaigns. What is vital is that the messages and ideologies they portray can help to advocate and reduce stigma by taking the voices of survivors seriously. The location of a potential sexual assault help centre is also very important. Many people have been reported to avoid busy areas of campus.

Matt Whittle: As part of your portfolio you will be responsible in managing many stakeholder relationships. Can you outline your personal experience that you will use to help manage these relationships?

Sarah Anderson (CSG): It is important that we consult all of the different management teams and various stakeholders. Many are students, some are professionals. We need to acknowledge that our experience may be limited. You need to be brave enough to admit that you do not know everything and that you should consult those that know what they are doing.

Dave Walker (LWT): I am currently the Student Life Centre Student Operations Manager. We need to acknowledge that we cannot know everything. There are systems in place to get advice. The AMS holds six permanent staff positions. They are great resources. But when it comes to management teams, they have their own vision and it is important to bring in their perspectives on different things. We need to have that open consultation, meeting as a team, to create an AMS that can better serve its constituents.

Lauren Babington: What do you think is a strength of the current Exec team?

Tyler Lively (LWT): I think their biggest strength is their commitment to financial accountability. I was a member of the AMS Board of Directors. Just this year the AMS Exec went forward with a plan to make sure all student fees needed to go through referendum. This will make sure to engage students to ensure we are doing the right thing where they come in. I also saw commitment to holding budgets. We wanted to hold things in line with inflation to make sure we are not increasing spending for no reason.

Colin Zarzour (CSG): I agree. Financial sustainability is very important. One thing that they do well is use their data. We want to increase the role of the Research Coordinator. We want to implement research into more areas in order to bring students into more conversations. This cannot be done if it is not done in an accountable, bias-free way.

Eleanor McAuley: The current AMS survey shows that only 15% of engineers were in favour of the fall reading break proposal, whereas ArtSci’s were at 63%. What is your plan to make sure you implement the needs of everyone?

Gregory Radisic (CSG): We want to keep fall reading week and exam study days intact as there is more research that they have a better benefit to mental health. Many people are of the opinion that a better way to focus on mental health is to invest in more resources towards the issue.

Colin Zarzour (CSG): We know that accreditation is especially important for engineers, and is something that cannot be threatened.

Tyler Lively (LWT): I have noticed that this process has been very flawed. What I noticed with the initial Senate Committee on Academic Procedures (SCAP) report was that there has been no conclusive research that a fall reading week actually benefits mental health. For example we hear that many engineers have both final exams and final projects due during exam periods. We need to be looking at things like that, rather than putting things like Orientation Week at risk.

Graeme Baker: Who is your favourite mathematician and why?

Tyler Lively (LWT): Sir Isaac Newton. When I found out how to do derivatives it was pretty cool.

Gregory Radisic (CSG): Tesla, because he is Croatian and I am Croatian. I also second Isaac Newton.

Graeme Baker: Tesla is a physicist.

Stewart Jensen: Some work done this year by Kyle Beaudry is to figure out what is and is not an opt-out fee. One thing discussed was Golden Words. What is your position on that fee in particular?

Sarah Anderson (CSG): I was talking to Andrew Crawford about this at our consultation meeting. In my opinion it should continue to be a mandatory fee as it provides the same service to students as the Journal does. It also helps benefit mental health as students love it. If the Queen’s Journal has a mandatory fee, Golden Words should too.

Dave Walker (LWT): While very different from the Journal, I agree with what Sarah said. If the Journal has a fee, so should Golden Words. It is an important aspect of student life.

Alexander Cavaliere: Over the last year several import discussions have been had about name changes. For example NAD is now NAM and Fall Reading Week is now the Fall Reading Break. This appears to be done deliberately to discourage input from students. How do you encourage students to remain engaged?

Carolyn Thompson (LWT): When we had the first meeting regarding NAD/NAM it did not come at a good time for students to be involved in the discussion as it was during Orientation Week. This might be the university changing things up so that students have less of an understanding on things.

Colin Zarzour (CSG): I think we need to pay attention to these issues. It is sometimes the little things, such as names, that can actually be very important.

Eric McElroy: In light of many resignations of AMS student staff this year, what strategies do you have in mind to make sure staff have the support they need and do not feel overworked?

Sarah Anderson (CSG): It is important that they feel supported. Although there has been friction in the office at times, if anyone ever had problems they could go to the Exec. They made sure that their problems were made a priority. I would do the exact same thing.

Tyler Lively (LWT): As President I would oversee Human Resources. I want to make sure the scope of positions do not become too large. It would also help to look at mental health resources and things within the AMS to help them live a healthier life.

Mike Blair: The Board of Directors has a well-structured policy surrounding strategic planning. They oversee a tri-annual strategic plan. Do you believe the current course of the operational plan created in 2012 is the right one for the AMS? If not how will you change the course of the Good Ship?

Tyler Lively (LWT): In order to set the course you first need the ship. Which we would need back from whoever took it. I think the biggest thing is that we get mired down from day to day operations in the services. We need to look at things from a strategic point of view. It is not always the plan itself but how you actualize it. We need to make sure we take a strategic approach with a straight mindset.

Sarah Anderson (CSG): The Board has done a very good job of moving to monthly meeting dates, which helps them to look more at the larger picture. The Board has become more closed off over the years. We want to bring more student voices back into the Board. We should have a market research person present more often, to push research back into the positions of the Board. We want to ensure services remain relevant to students.

Emily Townshend: We have a very diverse student body, but we are all here to graduate. What will your team do to make sure that students will have the best success possible?

Colin Zarzour (CSG): It starts with support. Increasing hours of operations for things like academic grievances. We also need to have students noticed for their extracurriculars, not just their academic achievements.

Tyler Lively (LWT): One thing I am passionate about is a teaching focused faculty. Many professors are doing a 40/40/20 split between teaching, research and service. We want the division to be 60/20/20 so that there is a great focus on professors that can teach.

Taylor Sweet: One campaign point that LWT mentioned was that they would like to mandate the PSE. This seems like it would require a lot of resources for staff to actually read them. Is this action worthwhile with the trade-offs?

Carolyn Thompson (LWT): The PSE is important because it creates the community that is Queen’s University. It creates the holistic environment we should have here. Resources will not be necessarily difficult to find. We need to foster the community.

Colin Zarzour (CSG): We do not think the PSE is adequate enough to solve diversity problem. But it is important that students are more than just a number. Students are more than just their grades while they are here.

Tyler Bennett: There have been reports that Queen’s, like many other schools, is still struggling with systemic racism. Do you believe that white dominance is still a problem here at Queen’s?

Colin Zarzour (CSG): I want to acknowledge my privilege on speaking on this issue as I am clearly a member of this group of people. We need to support groups working very hard on this issue. For example, we should support the indigenous courses here at Queen’s as well as the efforts by some professors to re-indigenize course material. For the AMS to reduce the culture of whiteness it needs to provide students at Queen’s with resources and clubs that identity with different backgrounds. That would be a step in the right direction.

Tyler Lively (LWT): I agree, it is still a big issue. I had recently attended a conference that spoke about the diversity of Senate committee members. But we cannot have diverse Senate committees if we do not have a diverse faculty. We want to support the university in its progress towards diversifying the student community. When we talk about the PSE, we want to go back to the drawing board to make sure it takes into account the diversity of students. We want a holistic approach to admissions.

Julie Tseng: The AMS has a huge role in the services we provide. EngSoc is currently full swing in our own elections, and I believe our candidates have likely been following your campaigns. What is a platform point you guys agree with from one of the EngSoc candidates?

Tyler Lively (LWT): I will be honest and say that there are so many societies, that I have not been able to follow all of the elections. But we would be happy to work with you guys and read everything after our election is done.

Colin Zarzour (CSG): I think we often come from the same place. I know that many people in this room can attest to that. We are committed to working on similar projects. I do not want to misname anyone, but the increased focus on academic advocacy from all candidates is crucial.

Tyler Snook: Executives that look good on paper are great, but what is your plan to make sure you are accessible and approachable to make sure all voices are heard?

Colin Zarzour (CSG): We want to bring you into the conversation. We want to hold open office hours where I set aside time to answer student questions. We could provide video updates and increase market research to ensure we understand what the students need.

*Galvin Niu leaves and proxies vote to Austin Greisman.*

Carolyn Thompson (LWT): We are here for the students. We want to talk to athletes, clubs and students to figure out what they actually need at the school. We do not want to fall through the cracks. We will also hold office hours and meetings with faculty society Presidents to figure out how we can better represent all students.

*Each team is given the opportunity to close.*

Gregory Radisic (CSG): The reason we want to run is to bring you guys into the conversation. We are constantly talking to people at the service level.

Carolyn Thompson (LWT): This has been so great, thanks for having us. We are focusing on focused services, better advocacy and better student life. We want to properly represent everyone.

Ryan Cattrysse: If you want to make the AMS assembly more fun, elect Ryan for speaker 2016. Thanks for coming out. You all did a great job.

###  iv) IT Infrastructure

Andrew Crawford: Last council we brought a motion for the summer IT position. The result was that the Exec would bring a plan for what we will do about it. Because so many issues were identified, it is nice to have set deliverables. In the two weeks since last council I have sat down and consulted with both the current and past Director of IT. We found two separate groups of stakeholders, internal and external. The internal group consists of IT volunteers, website hosts, applicants, staff and volunteers, and ListServ users. This is the group we will be primarily focused on. The external stakeholders are the faculty, AMS IT office, Queen’s ITS and alumni. I want to have a working group based on issues that come up. It will be comprised of five people: the current Director of IT, myself, Alex Wood (VPSA), Director of Communications and the Golden Words IT manager as they have a standalone system that needs to be considered. From there we have the Director of Communications and VPSA acting as our link to our clubs. This is just the static group, when we have meetings they will always be involved. Having outside consultation with other individuals is something else I would very much like to have. Past Directors of IT or service managers would be very useful to consult. Our current activities include: servers and network, and our actual computers. Moving forward there is a bit of a grey area with the websites, as there are many clubs and teams that are very involved with them. We also need to discuss the services provided to us by others, such as ListServ. When speaking with Eric McElroy (past Director of IT) and Richard Hum (current Director of IT) we discussed the services we provide and how the people who are involved are all scattered across the society. By moving IT under the Operations portfolio it is meant to support the daily operations of the society, which is hard to do when it is split across so many different groups. The next step is to discuss our existing infrastructure. Should we consolidate systems? We would need to then address the systemic issues that arise from that. I am very open to questions or suggestions.

Sam Anderson: Thanks for taking the time to do this, you did a great job. Are there any ideas regarding the timeline?

Andrew Crawford: For me the timeline is incredibly variable. The idea is to get the working group together for the first meeting and then to see how to address these issues from there. I think within two, weeks based on the knowledge we have, we can give an update regarding consolidation. I think that is realistically enough time to work out all of the different needs from the various groups to see who will be taking on the responsibilities.

*Matthew Marcoccia leaves and proxies his vote to Laura Penstone.*

*Stephanie Carswell returns and reclaims her vote.*

Jacqueline Craig: At the end of the day who is accountable?

Andrew Crawford: In the end it is the Executive. You could see it as the VPSA being accountable, but I would also say that I am accountable as IT is now under the VPOps portfolio. I will take that accountability.

Eric McElroy: The timeline is very important. It would be a major oversight to not have one. Why do we have the focus group? All of the people that know what the IT infrastructure needs are all sitting around you and are here to be used. I do not know why you need a focus group to come up with it. The people you have on the list do not really know what is going on. I do not really think someone like the VPSA knows what different people need on their websites. I think that by having a focus group it is just pushing the problem farther down the line. It is great to always be in a state of re-evaluation, but I think there needs to be a better plan in place. I can think of many websites that are currently down and are desperately needed.

Andrew Crawford: My point for including the VPSA as part of the group was more for the connection to the people, rather than to just coming to the meetings and knowing everything. It is important to keep the stakeholders informed as they are the people who actually use the websites, but we cannot have all of the stakeholders show up to the meetings. The point is to have these five people and the VPSA communicate between all of the other stakeholders. We will be able to see the demands of what we need to do. I recognize that this is mostly a change driven by the hard technical details, but we cannot forget the users.

Motion to Open Agenda:

Moved by: Andrew Crawford

Seconded by: Kevin Corey

**Motion Passes: 7:38 pm**

*The agenda is open.*

Andrew Crawford: I motion to move Motion 5 to be our next addressed item of business.

*Council votes to adopt new agenda.*

**Motion Passes: 7:39 pm**

Motion to Close Agenda:

Moved by: Stephan Dobri

Seconded by: Andrew Crawford

**Motion Passes: 7:39 pm**

*The agenda is closed.*

## VI. New Business: Motions 3-5

### Motion 3

Whereas: The Tea Room was approved a loan from the Services, as seen in the attached file “Financing the Tea Room” distributed to Council on July 31st 2015;

& Whereas: It has been raised that EngSoc Policy does not allow this, and the loan was placed as a temporary loan from the Engineering Society;

BE IT RESOLVED THAT:

Council approve suspend Policy Section ϴ E.6.2.a: “[a Service’s] retained earnings shall remain in the service’s bank account” for this motion only.

BE IT FURTHER RESOLVED THAT:

Council approve a loan to the Tea Room from the Services, as seen in APPENDIX “FINANCING THE TEA ROOM”.

Moved by: Andrew Crawford

Seconded by: Stewart Jensen

Opening (Andrew Crawford): Over the summer the Executive thought that we were in Policy to authorize a collective loan to the Tea Room. It was structured in a way that $5,000 would be repaid immediately at the end of the year. The Tea Room used the money to do a number of things, including buying a new espresso machine and chairs. It has been brought to my attention that Policy disallows this. I thought this was an appropriate action as the Vice President of Operations (VPOps) is allowed to approve capital expenses over $1,000. I did not realize that this Policy strictly defines this service as individually separate from EngSoc. The Capital Fund is currently in talks. Next council, pending the Board meeting, we will be seeing many changes to this policy itself.

Alexander Cavaliere: What happens if council votes this down? The Tea Room has already bought their new espresso machine. Would they need to sell it and give the money back right away? You also mentioned something about the Tea Room using part of the loan for seating. I was under the impression that the Sci’15 ThankQ gift last year went towards chairs in the Tea Room.

Andrew Crawford: The money was still transferred, but the chairs did not require all of that money. In terms of what happens, the Tea Room would need to pay back the services a net of $20,000 and would need to find that money quickly.

Eric McElroy: Regarding the context of the loan, were the other services consulted about their individual contributions to the loan? Were they amicable to the idea?

Andrew Crawford: If you read the report that was circulated in the summer, it explained that before the loan was authorized I spoke with all of the head managers. I received enthusiastic support from them. In terms of the structure of the consultation, the original idea was that the loan would be evenly split between the services. It was actually another manager that suggested a balanced contribution based on the specific service’s bank account balance. This means that each of the services contributed a different amount to the loan.

Alexander Rey: As a general rule these loans are normally structured as coming from Council dollars, rather than directly from services. Can you explain why the money is coming from other services and not just formulated as a loan from the Council?

Andrew Crawford: We are currently working on an initiative called the Capital Fund. We want the services to be able to support themselves and not always rely on EngSoc. As we move towards the services being seen as more of a collective unit together, this will be important. Going back to Policy, I plan to make changes to it.

Alexander Cavaliere: I may be missing something, but in your report you mentioned that the VPOps must seek Council approval for loans above $1,000, however there is a line in Policy that says that loans of longer than 60 days are those that require Council approval. Where did that come from?

Andrew Crawford: You say in my report that I said that loans over $1,000 need Council approval?

Alexander Cavaliere: I just heard the number $1,000 somewhere. In Policy it is worded differently, as it pertains to the amount of time of a loan, rather than the amount of money.

Avery Cole: It is as Andrew Crawford says it is. It says that all capital expenditures of over $1,000 can be approved by the Exec.

Andrew Crawford: To give context to that, the $1,000 is capital expenditures that the VPOps would be able to approve. That is the closest policy that exists where another service would be giving money to another service. I was using it as an example to show why there is precedence in Policy to authorize it.

Eric McElroy: Regarding the suspension of that piece of policy, have any additional measures been taken to ensure that these services are accountable to the amount in these bank accounts? I want to make sure that the services are still being held accountable.

Andrew Crawford: Please note that in the motion it says “for this motion only”.

Eric McElroy: That sounds strange. I do not know if we are actually allowed to do that.

Avery Cole: The Policy manual does not address this.

Mike Blair: Who has the right to make the changes to the policy?

Ryan Cattrysse: Council does.

Mike Blair: So we can make changes that do not require higher authorities?

Ryan Cattrysse: We can change it if we so choose.

**Motion Passes: 7:53 pm (29, 1, 0)**

Let it be noted that Kevin Corey and Stephan Dobri abstained.

*Andrew Crawford leaves and proxies his vote to Stewart Jensen.*

### Motion 4

Whereas: Server costs are higher than we originally expected;

BE IT RESOLVED THAT:

Council approve the changes to the operational budget as seen in APPENDIX “WE NEED MORE RAM”.

Moved by: Richard Hum

Seconded by: Andrew Crawford

Opening (Richard Hum): In the budget you guys passed in September I incorrectly budgeted for the cost of server storage. Due to the way that Rackspace works, it does not allow us to choose the server type to match the amount we had originally budgeted. I realize that this might seem like a huge change. That is because the Canadian dollar dropped so far down and Rackspace operates in US dollars.

Eleanor McAuley: Can you tell us the dollars before and the dollars after?

Richard Hum: I believe the amount originally budgeted was around $2,500 and now it is about $6,000.

Evan Dressel: The old budget was $2,676.88 and the new budget is $6,071.15.

Callen Hageman: Will this bring the websites back up?

Richard Hum: It will not have any effect on the websites. I am currently working on those. I just thought this was important information to bring back to council as the storage costs are much more, especially with the large exchange rate.

Alexander Cavaliere: Just to clarify, are you saying that the money was already spent on this change before it was approved by us today?

Richard Hum: Yes. I did not realize that. I am sorry.

Tyler Bennett: Is this cost billed monthly or annually?

Richard Hum: Annually.

Mike Blair: How will EngSoc make sure that in the future we do not spend money that has not yet been authorized?

Richard Hum: I guess next time I should see what is actually compatible with Rackspace servers.

Mike Blair: I meant my question more broadly. What procedure could be implemented to ensure that we do not spend money before approving it at council?

Julie Tseng: That is a good question. How do we improve our budget practices and tracking? At the end of the day I think it comes down to whichever Exec is overseeing them to make sure there are many checks and balances. Something else we are working on is implementing a rolling update, rather than just having pre-actuals. I would recommend that the incoming team adjusts and updates our information faster to help us keep up with what we are spending.

Mike Blair: What is the current actual rate? Every month? Quarterly?

Julie Tseng: Month ends.

**Motion Passes: 8:01 pm (29, 1, 0)**

Let it be noted that Kevin Corey and Stephan Dobri abstained.

### Motion 5

Whereas: Inclusivity and equity are paramount to our engineering students’ success;

& Whereas: Despite this, we have no individual focus on these issues;

BE IT RESOLVED THAT:

Council approve the changes to Policy Section β: Society Leadership, as seen in APPENDIX “EQUITY”.

Moved by: Alex Wood

Seconded by: Andrew Crawford

Opening (Alex Wood): This is a motion we have been talking about for about three councils now. It is about the introduction of an Equity Officer. I am pleased to hear that during the current EngSoc debates many candidates are already planning to utilize the position. Even on the AMS stage, they are already planning for us to have an Equity Officer. This position is something that has been needed for a long time, but the problem has not really been addressed. The three year plan accompanied by this proposal should answer most of your questions, however I am still happy to answer more.

**Motion Passes: 8:03 pm (29, 1, 0)**

Let it be noted that Stephan Dobri abstained.

## VII. Break

No break occurred.

## VIII. Executive Reports

### i) President

Julie Tseng: Everything is in my report. I just wanted to clarify something. In my last report I said that we would be making a presentation that debriefs what happened at the Canadian Federation of Engineering Students (CFES) Congress. Given that we already had many presentations today we decided to shift our presentation to next council. I would like to give a huge shout out to Julianna Jeans and the Elections Team for running an awesome election. I would like everyone involved in organizing the elections to lead us in singing the Engineering Hymn.

*Council sings the Engineering Hymn.*

### ii) VP (Student Affairs)

*As Alex Wood did not submit a report, he requires two-thirds of the Council’s approval to be allowed to speak. Council votes.*

**Approval Passes: 8:05 pm**

Alex Wood: Thank you Miss Jeans for adding in that photo of me. I started trying to organize a Discipline Club caucus, but we realized that it did not work with everybody’s schedules. I am going to try again later on in the semester by sending out a poll to the Discipline Clubs to figure out what times work best. We will probably need to have multiple meetings instead of one big one. In the next couple of councils we will hammer out some Policy changes to help improve our relationship with the Discipline Clubs.

###  iii) VP (Operations)

Andrew Crawford was not present. Read his report for more information.

## IX. Director Reports

### i) Academics

Jacqueline Craig: This week I am acting as the EngLinks coordinator. I have met with the Better Education Donation (BED) Fund discipline representatives. We are preparing to come with a new proposal. Check out the new TVs in the ILC. They have mac adapters. We released the statement on the fall reading break which was really well received. Feel free to ask questions.

### ii) Communications

Laura Penstone: Everything is mostly in my report. We are working hard on our marketing efforts for the elections. This year we are aiming for a 60% voter turnout.

### iii) Conferences

Loralyn Blondin: I am happy to say that the Conference on Industry and Resources Queen's University (CIRQUE) is fully sold out. Many other conferences are coming up and have applications coming out. Please tell people about them.

Taylor Sweet: The Queen’s Space Conference will be re-opening applications.

### iv) Design

Stephan Dobri: Good evening. Most things are in my report. I forgot to mention that the design teams are having a night at Clark. Also remember that design teams will accept people for second term in case anyone is looking to get involved.

### v) Events

Alex Wood: EngWeek happened last week and it was a roaring success. Fix n’ Clean is this weekend. Thunderballz will be taking place in a couple weeks, which is primarily targeted to frosh groups.

Stephan Dobri: Remember that you need the NetID of at least ten people to sign up for Thunderballz.

### vi) Finance

Nothing to report.

### vii) First Year

Nothing to report.

### viii) Human Resources

*As Alexander Rey did not submit a report, he requires two-thirds of the Council’s approval to be allowed to speak. Council votes.*

**Approval Passes: 8:12 pm**

Alexander Rey: Thank you for letting me speak. Staff Chats are almost finished. All managers have received lots of valuable feedback. Moving forward we would like to run a town hall style hiring feedback night. If you have any grand ideas or concerns about the hiring process we are planning to have it February 10th. I want to have an open bar at the Tea Room to help support the EngSoc services and to get feedback on the hiring policy. We will also be running a service hiring information night, which will help both first years and upper years to familiarize themselves with the hiring process.

### ix) Information Technology

*As Richard Hum did not submit a report, he requires two-thirds of the Council’s approval to be allowed to speak. Council votes.*

**Approval Passes: 8:14 pm**

Richard Hum: I am sorry for not submitting a report. Thank you Julianna for adding in that photo of me biking. Over the past couple of weeks I have been working hard with both the faculty and IT services to get to the bottom of the University of Toronto email business. We will hopefully get results on that soon. IT land is operating as usual.

###  x) Internal Affairs

Julianna Jeans: I sent out a link to all of you with a potluck sign-up to help keep everything organized. I sent out a Save the Date for the EngSoc banquet. If you did not receive that from me, let me know. The award nomination form will be live on the EngSoc website for the next month and a half. Also please empty out the things you do not need from your folders. The box can no longer fit everything.

### xi) Professional Development

James Gibbard-McCall: Richard I am pleased that you enjoyed your bike trip so much. I really love that family bonding. I received a message from Careers Services that said that summer hiring season is officially on. Get on that. Many things are happening on campus right now. I am happy to see so many candidates both in the AMS and EngSoc focusing on professional development.

### xii) Services

Stewart Jensen: It is all in my report. I wanted to mention that manager hiring is coming up quickly. February 3rd is the due date for head manager applications and February 10th is for assistant manager applications. It is a great way to earn money and hone your professional skills. I was involved in managing a service last year and it was a great experience.

## X. Question Period

Graeme Baker. Alex Wood what is your weight loss secret?

Alex Wood: It is a combination of getting braces which made eating more difficult and the fact that puberty is a miracle worker.

## XI. Faculty Board Report

Meara Hampton: It was canceled this month.

## XII. Alma Mater Society Report

Callen Hageman: We had a big assembly. It started with an anti-hazing presentation and workshop, which was pretty interesting. We got great feedback. The NAM committee is coming to AMS next week, so if you are interested please come out to the assembly. It is 7 pm next Thursday. We ratified the AMS candidates and approved new student fees and increases. One of the big things that was brought up was about the StuCons and how they plan to make them more accessible to clubs. The Commissioner of Internal Affairs brought up potentially making the AMS speaker a hired position, rather than elected. It seemed that some people were in disagreement. There was a discussion about the results of the fall reading break survey. Only about 15% of engineers voted in favour of the break. ArtSci students had the highest percentage, with 63% in favour. Other faculties were around 50%. Overall, there was about a 50/50 split towards the proposal. Keywords that were used for or against the break were mental health and orientation week, respectively. The Senate Committee on Academic Procedures is looking into getting a lobby group.

## XIII. Senate Report

Emily Townshend: We meet next week. Things that will be discussed are as follows. The Department of Art is looking to change their name to the Department of Art History and Art Conservation. The school is looking to approve a Dual Degree M.Sc. in Chemistry (Queen’s University and the University of Stuttgart). The Principal is going to Shanghai to renew our partnerships with them. The Sexual Violence Response Events Coordinator position is hiring.

## XIV. Engineering Review Board Report

Alexander Rey: ERB has officially sent out the schedule for our first meeting now that we have everyone together. It is coming up very quickly.

## XV. Advisory Board Report

Bailey Piggot: We are meeting Monday. It is a meeting with just the Board, not with any service presentations. We will be discussing the Capital Fund and long-term planning. We will hopefully be bringing some policy changes to next council.

## XVI. Club Reports (Sunny Group)

### i) Apple

Graeme Baker: It has been a good three weeks. We are officially the best discipline, which is really good. That is all. If anyone is interested we proved that using partial ordering and Zorn’s lemma.

### ii) Chem Eng Chem

Adam Miculis: We decided on a date for our end of year banquet. We are also receiving applications for the Energy Bowl, which takes place in Calgary. Any discipline can work together on energy related design problems.

### iii) Civil

Stephanie Carswell: Today we had our civil Industry Open House. It was a super awesome job fair that our department put on for us. There were 29 companies present. Many others disciplines came as well, with a large attendance by geological engineers. We are starting to plan our banquet, which we are looking to schedule in March. We finalized the date for our curling tournament. We will be opening up team applications soon. We also had a Bewic team, which was exciting.

###  iv) Geological

Simone Markus: We are planning for some upcoming events, including a big conference, iron rings and Geo Olympics. We are also planning on reinitiating the geo Help Centre.

## XVII. Year Reports

### v) Sci’16

Eric McElroy: We are approaching the end of our time here, which is pretty scary. We have an Iron Ring after party in the works for March 20th. Other than that, we are looking at getting ideas for the ThankQ gift. If you have any ideas please fill out our form. The video promoting the ThankQ gift is going out soon.

### vi) Sci’17

Eleanor McAuley: The Super Semi date was moved so that it does not conflict with the Iron Ring ceremony. It is now the Sunday of week 8 (March 6th). There is a subcommittee helping to plan it. It will be a good time with lots of food. We are also starting to sell our Valentine’s Day candy grams starting next week. We have merchandise in the works. Stickers are being sold. Cups have been designed. Everything is going fantastic.

### vii) Sci’18

Chloë Harkness: We ran a successful Sci’18 takeover last weekend at Clark. We ran a design contest but only got one design, so it won. We are still selling baseball T-shirts. We are excited for Super Semi. We are thinking of running a takeover at either the Underground or The Spot.

###  viii) Sci’19

Benji Christie: The engineering-commerce dodgeball tournament is coming up soon. It is the same weekend as Thunderballz. We are also going to have an all age’s Fluid event for St. Patrick’s Day. It is going to be fun.

Avery Cole: Is it Sci’19 only?

Benji Christie: It is all age’s.

## XVIII. Statements and Questions by Members

Ryan Cattrysse: I would like to apologize to Sam Anderson. I said a way to make AMS more fun would be to elect me as speaker, but I did not mean that he was not fun. Directors, there are many of you who did not submit a report this week. I realize that you are working hard, but please remember you have a responsibility towards your position.

Graeme Baker: I emptied out my folder. Have we done a weighted evaluation matrix on the amount of paper that is used at council?

Ryan Cattrysse: I do not think that would solve the problem. So no.

Jamil Pirani: Hello everyone. Elections are amazing and happening very soon. Get on your laptop to vote, you do not even need to put on pants. We want a 60% voter turnout.

Alex Wood: Executive Director applications for next year’s team are up. For anyone interested, there are 13 positions including the new Director of Community Outreach. We will hope to link them to information manuals. The positions do not require any experience, so please apply. I hope we get lots of applications.

Alexander Rey: I forgot to mention that if you want something posted to EngSoc apply, fill out the form on engsoc.com.comm. It will make things go much faster. Also apply for Director of HR because it is fun.

Mike Blair: We are actively searching for a new slate of directors for the AMS that will be elected March 9th. You will serve on the Board of Directors of AMS Inc, which is responsible for approving all financial and strategic matters. It is a very important position. We need people with financial literacy and critical thinking. If there are any questions, please send me an email at board.chair.AMS@queensu.ca. You can also talk to Eric McElroy. The positions are posted on AMS Apply.

Emily Townshend: The AMS is actively hiring paid positions such as the StuCon and CoGro managers. I was also wondering if we had a record of all of our subscription services that are offshore that can be affected by the way our economy is going? Do we have a plan to move them into Canada where they will be less affected by the economy?

Julie Tseng: I do not know.

Eric McElroy: As someone who has looked for hosting options for our primary large purchase outside of Canada (server hosting), there are little to no servers that you can buy with Canadian dollars.

Jacqueline Craig: EngLinks manager is also hiring, as well as a few other positions that fall under my department. I went to the AMS and it was interesting to see the response to our statement regarding the fall reading break. I also went to Sci’18 takeover, it was a great time.

Alexander Rey: One of our largest offshore subscriptions is for Survey Gizmo, which is priced in euros since we are using the European server.

Graeme Baker: I would like to motion that the Applied Mathematics representative be known as Supreme Leader.

Avery Cole: There is not any reference to needing to open the agenda to bring a new motion in Policy.

Ryan Cattrysse: So technically we have a motion to be considered. It needs a two-thirds majority to be considered.

*Paige Leedale returns and reclaims her vote.*

**Motion Fails: 8:42 pm**

### Motion to Close:

Moved by: Julie Tseng

Seconded by: Callen Hageman

**Motion Passes: 8:43 pm**