**Engineering Society Council Minutes**

Engineering Society of Queen’s University

Thursday, October 1st, 2015

Dunning Hall, Room 27

Speaker: Ryan Cattrysse

  Secretary: Lianne Zelsman

*Council begins: 6:03 pm*

## I. Adoption of the Agenda:

### Motion 1

Whereas: The first years are here!

& Whereas: So is the Budget!

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of October 1st, 2015 as seen on the EngSoc website.

Moved by: Julianna Jeans

Seconded by: Ryan Cattrysse

Opening (Julianna Jeans): We have two changes to the agenda. There will no longer be the CFES (Canadian Federation of Engineering Students) presentation and Motion 4 is actually moved by Mark Tamming.

**Motion Passes: 6:05 pm (30, 0, 0)**

## II. Adoption of the Minutes:

### Motion 2

Whereas: Lianne did a great job at her first council;

& Whereas: She came back for some more fun!

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of September 17th, 2015 as seen on the EngSoc website.

Moved by: Lianne Zelsman

Seconded by: Julianna Jeans

Opening (Lianne Zelsman): Let me know if you want anything changed.

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

## III. Attendance

Ryan Cattrysse: Please use your clicker to indicate that you are here. Click 1 if you are here. Click 2 if you are a proxy.

*Attendance taken: 6:06 pm*

## IV. Speaker’s Business

Ryan Cattrysse: Hello everyone. My name is Ryan. I am the EngSoc (Engineering Society) Council speaker. Just to reiterate, when you speak make sure that you begin by standing up and stating your position. The back of your placard explains the correct procedures for executing a Point of Information, Point of Personal Privilege or a Direct Response. Please refrain from using acronyms. Please keep things respectful. Make sure to address me when you are speaking. Today is budget council. We are going to move the break to before New Business.

## V. Presentations

### i. Summer Report: VPSA

Alex Wood: Hello. I will be running through what I did this summer. Myself, along with the other executive, were paid to work full time over the summer. We cleaned up and organized many spaces and filing cabinets. We reviewed policy and got a new bound copy. I did not complete the review of corporate giving and donation policies. The Engenda was completed in 65 hours. We should assess whether the Vice President of Student Affairs (VPSA) should make the Engenda. I completed a full liability review of the teams and clubs. I created an action plan hoping to mitigate liability in the future. I reviewed current discipline club policies and bylaws. I hope to work on the new policy with everyone later this year. In terms of Information Technology (IT), I spent a lot of time on the EngSoc website. I removed all names from the pages so that they do not need to be updated each year. I updated the contact page. I worked with the Engvents Coordinator and Director of Events to create committee structure and plan events for early in the year. I worked on a special events calendar for hiring, conferences, etc. I implemented a new meeting software, Skype for Business. We did not do the interuniversity visit. I met with many of the Directors. I spoke to various advertising agencies and made a ‘Hiring with EngSoc’ pamphlet. I collaborated with the Society of Graduate and Professional Studies (SGPA). Our Junior Hockey team is underway. Things that did not get done include the discipline club policy, master event operations guide and the corporate giving policy. EngSoc Apply also broke down.

Sam Anderson: I heard you mention the master event calendar. Can you expand on what that is?

Alex Wood: It is a calendar that will include all of the conferences, hiring, events, etc. You can download it into your own Outlook to have everything EngSoc related in one location.

Eric McElroy: Has the new TV been on at all this year?

Alex Wood: There was a power outage 2 weeks ago and the software got reset. We do not have the software to turn it back on, but we emailed IT to get it fixed. Hopefully it will be reset so that we can get it up and running soon.

Taylor Sweet: What is your objective for establishing Discipline Club caucus?

Alex Wood: With the new way the liability is being looked at, it is important to work very closely with discipline clubs to ensure that they are following all of the correct procedures so that they are covered by the Alma Mater Society (AMS). Hopefully it will help to maintain and improve our relationships with the clubs as well as provide them with more opportunities.

*Break taken: 6:17 pm.*

*Brandon Tseung leaves and proxies his vote to Hazik Ahmad.*

*Council resumes: 6:22 pm.*

## VI. New Business: Motions 3-11

### Motion 3

Whereas: We have money to spend;

& Whereas: We like to spend money;

BE IT RESOLVED THAT:

Council approve the Operating Budget for the 2015-2016 year as seen in APPENDX “CA$H MONET”.

Moved by: Jane Ferguson

Seconded by: Andrew Crawford

Opening (Jane Ferguson): There are a few changes to the budget. Item 18-020: the finance budget for the safety deposit bag has been increased. Item 15-030: the polo subsidies were increased to $30. Item 15-060: the MAST competition budget is now $1000 as we want to sponsor a meal. Item 25-020: we increased the budget for the survey software. We have also added some new items. Items 11-020 to 11-024: the Executive Director appreciation now includes a winter dinner, Tea Room allotment and a conference bursary. Item 13-010: the VPSA budget includes buying a Smart TV for Clark, much like the one in the Integrated Learning Centre (ILC). Items 13-030 to 13-034: we added a volunteer appreciation in the VPSA budget. This is where the Directors can nominate 1 volunteer a month to receive a package.

Alex Wood: People can have laptops out.

*Callen Hageman, Tyler Snook and Matt Whittle arrive.*

Eric McElroy: I have a comment about items 11-021 and 11-022, the Director appreciation. I agree that this is important since they work hard, however my concern is that there needs to be some mechanism of accountability to ensure they are receiving the appreciation for their hard work and not just for getting the position. Second, in regard to item 13-010, why are we getting a Smart TV? How will it be protected from intoxicated people? Why are we not getting an industrial or commercial model?

Andrew Crawford: I will start with your question regarding the Executive Director appreciation. It is important to realize that the Tea Room allotment used to be used for the John Orr Dinner. The amounts allotted are very similar. There are already accountability measures in place as well as the leadership structure which bring them in line with the accountability already expected from them. It is the current opinion of myself and other executive that the measures we have in place at this time are suitable.

Alex Wood: We are going with a Smart TV because we want to be able to plug a USB into it. Adding the new software we got for the ILC TV is very expensive, so we are going to do it the old-fashioned way. We hope the people in line are not already drunk, so the TV should be safe if it is higher up. I did not budget for a more expensive model in order to save money, as the one we have planned should be good enough for what we need.

*Chloë Harkness leaves and proxies her vote to Avery Cole.*

Eleanor McAuley: I have a question regarding the Executive honorarium. We have not actually approved it yet, so tonight when we approve the budget, we might as well approve the honorarium at the same time. Second question, what are all of the 4th year rewards?

Julianna Jeans: I found a cool site online from which we can order custom engraved things.

Andrew Crawford: Regarding the Executive honorarium, we would prefer if it is approved at the end of our term, as it is meant to be an award. Think of it as a pre-allocated amount in order to budget spending, rather than a pre-approved amount.

Matthew Lawson: I have a question about item 17-032, the external conferences line. Why is there a car rental? This seems like a very specific amount. Why is it not just a bus or train fare?

Julie Tseng: I believe in creating this budget the Director of Conferences kept in mind the external conferences they tried to send people to last year, where they ran into problems regarding transportation.

Stephen Martin: For item 25-020, the amount allotted to spend on Survey Monkey is very high. Is that an annual charge?

Alexander Rey: It is actually for Survey Gizmo. We are moving away from Survey Monkey this year. It is an enterprise level subscription, which allows for 10 sub accounts. Having many different groups within the society, we can give each group their own individual subscription. Much of the Director Team has said that it would be helpful to survey students to get feedback, which would make this initiative worthwhile. We looked at many different options. It has been approved by the Director of IT, who thought it was a good idea. Because we can now coordinate the subscriptions under one account, it simplifies the management side of things. Students’ personal information can now be held under one service. Even though it is more expensive, I believe it is worthwhile.

Stephen Martin: Is it an annual fee?

Alexander Rey: Yes

Sam Anderson: Does anyone else have anything they would like to address or clarify?

Matthew Lawson: In terms of item 17-070, $200 is given to people not in our constituency. I feel like this could be better served given to others.

Julie Tseng: In our original discussions we discussed encouraging our internal conferences to look beyond Queen’s and explore the idea of external delegates. One of the barriers to having external delegates in the past were the travel costs. I believe this is what the external delegate incentives will go towards.

Andrew Crawford: As Sam Anderson pointed out, we are currently running on a multiple thousand dollar surplus. That surplus allows us to leverage resources in a more reasonable manner.

Eric McElroy: There is money allotted for websites in 2 different locations. Why is this not streamlined under IT?

Laura Penstone: I went with a host that I have used in the past. It allows us to have features such as a gallery to show off work, etc. It is an easy way to get information out there. It is not incredibly expensive. I am easily able to pass it on to my successor, as it can easily be edited. I do not want to worry about the website being down if the EngSoc server were to have issues.

Julie Tseng: The idea for having a conferences website is to encourage the growth of our conferences. There are now many opportunities based around these conferences, but no central location where all of the information regarding conferences can be put. The site is a nice way to check all of the opportunities regarding external and internal conferences at once.

Mike Blair: What is the section on recovery revenue? What is the contingency? Is there not revenue from investments that the society has?

Andrew Crawford: The recovery revenue lines come from the EngSoc services. This revenue is a cost splitting measure that shows how the money flows in and out of the society. Contingency is applied to all portfolio and event expenses. It accommodates all expenses and revenues outside the general budget. We have noticed great fluctuations in the past, so the contingencies are to account for those. The overall budget is never exact, so it needs the contingencies. We do not currently make a substantial amount from our investments each year. We want to hold our capital assets in very secure investments to minimize the risk to our members. Investments are something we could perform an evaluation of if deemed necessary. It is a low priority plan, but could be evaluated to find a better way to leverage our assets.

Stephen Martin: I would like to discuss the banquet (items 24-060 to 24-067). I think that it is very important that we recognize that it is $12,000 dollars. This is a sizeable number to be spending our own student dollars on. It is important to realize how much is going towards us, so that everyone does everything they can to make sure they are deserving of it.

Sam Anderson: For item 18-020, you have budgeted for 30 pass crests. Why? For the Director of Events and Communications, why are you both buying microphones?

Laura Penstone: The mic I am buying is a lapel mic, one that you can hook on when you do interviews.

Jerry Haron: I am buying 2 microphones to replace the ones we have for our audio-visual equipment. Some mics have broken over the years.

Eleanor McAuley: I have a question about the rollover from 2013-2014. Do we have actuals from last year? Is this number accurate?

Andrew Crawford: The 2013-2014 is a typo, it should be 2014-2015. The $25,000 is accurate. The actuals are accurate as of June, however all projections are static costs. They are things that we control. If you check the EngSoc website you can see the budget for 2014-2015.

Evan Dressel: Change number of Year Exec members to 19.

Callen Hageman: Does that include J-section rep?

Evan Dressel: Sorry, I mean 20.

Eric McElroy: I think it is very important to understand the budget as it is all student dollars. I want to commend Jane on an excellent budget.

*Eric McElroy proxies his vote to Bailey Piggot and leaves.*

Matthew Lawson: Going back to the bursaries for external delegate growth (item 17-070), I do not like that it is in the EngSoc budget. If they want to grow externally, it should be on them individually. It should be their responsibility to plan for their own growth as a conference. I am also curious as to how the $400 budget was allocated to 1 internal conference whereas there are 8 total (item 17-011)?

Stephen Martin: I would like to go back to Survey Gizmo. What other platforms were looked at and what might the costs of those have been? How many surveys were done last year and who has expressed interest in doing them this year?

Alexander Rey: I know it is a big number. We did lots of research for this. Aside from Survey Monkey, we also looked at one called SoGoSurvey. The reason we went with Survey Gizmo is that the cost scaled up very effectively. Although it is a higher initial fee, each user you add is not too much of an additional cost. It also has good user management features. We do not have a good handle on the number of surveys run last year, which is why we want to have just one subscription for this year. Having everything under the same service will make monitoring its usage much easier. Approximately 3/4 of the Executive Director and Executive Team would like a more formalized survey software. The Engineering Review Board (ERB) uses it. Many people require confidential surveys.

Alex Wood: As Director of Human Resources last year, I was the first to get survey software. We need an enterprise level subscription. It took over 100 hours to get through all of our survey data last year. Having them all in one database is very useful. It is useful to have this tiered system so that if multiple teams or events need it, they can use it at the same time. There are lots of times when Human Resources is using the main account, so having multiple will allow for more people to use the service.

Stephen Martin: Just for context, does anyone know what we used to spend on it?

Alex Wood: $250 for the single gold level Survey Monkey account.

Julie Tseng: For the $400 growth initiative given to 1 of the 8 conferences, I feel strange talking about this since Loralyn Blondin, our Director of Conferences, is not here. However, I see your point. If we want to support the conferences, it should be spread out more evenly among the conferences. Loralyn and I can look into that after council. I am curious to what other council members think. In regard to giving conferences more support, they are an awesome opportunity for people to get involved. I would like to see the bursary continue. What we are trying to do is show them the benefit to being with the society and that we are making an effort to help them out. All conferences experience the ins and outs of getting sponsorship. We hope this will help them grow.

Sam Anderson: I appreciate the points raised about the survey debate. I would like to ask if there is any mechanism to check back at the end of the year to see if it was worthwhile.

Alexander Rey: The accountability is part of next year’s budget. You will be updated on how many people are using the service it in the Human Resources reports.

Eleanor McAuley: What are the 10 webcams going to be used for?

Alex Wood: We need 5 to 6 for the lounge. They are useful in the case that someone forgets their laptop and needs to make a conference call. It happened to me this summer. They are good for having web conferences over the summer months. It was also an idea pitched for the design teams. If one person expects to be an advisor for a design team, we will give them and the team a webcam so that they can easily communicate. This will hopefully help strengthen industry relations.

Avery Cole: In the January 7th budget for council (item 24-019), you budgeted extra money for food. Why?

Julianna Jeans: That is ‘Bring a Friend’ to council day, so we are hoping for higher numbers.

Stephen Martin: I just wanted to commend items 26-250 to 26-253. I love the idea for the hockey team sponsorship. Giving this kind of money back to the community is a very worthwhile cause. Kudos for doing that. It is a good way to display what we do for the community.

Sam Anderson: I want to throw back to Andrew Crawford’s explanation of surplus. My question is, can you elaborate on what that means in the context of our societal operations? Does this change the amount we would budget for surplus? Why do we not just lower student costs or adjust revenue appropriately?

Andrew Crawford: In the context of our past earnings, we are hoping that we are tightening down on all the expenditures, which is why it is a budgeted net surplus instead of a budgeted net 0. There have been years where we have seen a slight dip, but since 2009 it has been pretty consistent. In terms of the usage of the net surplus, the EngSoc supplies lots of infrastructure such as the rental of the Clark area, as well as the lounge which contains capital assets (computers, couches, etc). We want to separate the operating budget from the capital budget. It is generally a good idea to always budget for a surplus. It opens up more opportunities if you have those resources available.

Eleanor McAuley: For conferences, why are there sometimes 2 personal attendance fees instead of just 1 (items 17-012 to 17-019). Who is the second person?

Andrew Crawford: At those times there exists the incoming Director of Conferences. Those fees are structured in a way so that both can attend, in order for the incoming Director to learn.

Sam Anderson: I appreciate that there is a variety of uses for surplus money. I have a follow up question. Do we have a mechanism to look at the surplus money year after year, since we justify taking it out of student dollars by democratically approving it? Is there a long term plan for internal budget? Do we have a plan for how we take in this money or a protocol for how we take in surpluses?

Andrew Crawford: There is currently no framework in place for capital expenditures. It is an issue that we have no long-term capital budgeting in place, which I hope to fix this year. I am following what is considered good practice for creating budget, which is aiming for a modest 4% growth.

Julianna Jeans: Loralyn Blondin has budgeted for her FYPCO to go to half of the conferences. That is what the extra personal attendance money is for.

Matthew Lawson: Under academics (item 14-031), how did we decide 45 snapbacks are required? Where did that number come from?

Jaqueline Craig: I believe the number was put together based off of how many staff awards there are. 1 to 3 awards are given at each staff meeting based on their performance. A minimum order may have been a factor in that number.

Stephen Martin: The jacket bursary is $1,000 (item 00-410). Has that amount gone up as the jacket price has gone up?

Andrew Crawford: Traditionally the budget for it has entirely come from council candy. This year it was increased. The money now comes from more than just the council candy, so that it can be a set amount. It is enough for 6 half bursaries or 2 full jacket bursaries and a half.

Matthew Lawson: For the snapbacks, if they are all for staff, how many staff do we have? Do we have 45 staff? Not everyone wears snapbacks.

Jane Ferguson: Last year we had about 60 staff members, so 45 is a good number. It gives the opportunity to give many staff the hats as appreciation.

Jaqueline Craig: EngLinks hiring is happening tonight and this weekend, so we do not have the exact number of staff yet. We do have a staff appreciation dinner. Last year there were some staff that went above and beyond, so the hats are for recognizing those staff members.

Taylor Sweet: In terms of conference bursaries. Are they transferable? A set number of bursaries for each conference is very rigid.

Andrew Crawford: In the strictest sense, no. They are not transferable as they are specified for each conference.

Siobhan Powell: In terms of the long term capital budgeting, there are many students interested in finance within the faculty. This would be a cool idea to get students involved.

Andrew Crawford: Investment and capital budgeting are 2 separate projects. We allow our investment advisor from the Bank of Montreal to manage things himself. I recognize the student interest, so if people feel the need, I could make that a priority. However our investments are solid, so there is not really a concern for them. If there is an overwhelming amount of interest, I can prioritize that.

Laura Penstone: There is a typo in the communication budget for item 23-016. Change that quantity to 3.

Julie Tseng: I want to bring us back to a point Eric McElroy made about how we make our Executive Director team accountable. I recently attended a conference in which they had the outgoing team leave the room so that people could give feedback to the speaker without them being there. I think this would be a good idea and I hope to implement it in the future. In terms of my budget, I included all delegate fees and travel expenses for the President’s Meeting and Congress within expenses. However, the Dean is allocating money for both of these, as seen in item 11-001. I just wanted to clarify that the faculty’s support is demonstrated in the budget under the revenue section.

*Loralyn Blondin arrives.*

Andrew Crawford: Loralyn, we have had questions about conferences. Could you clarify some things now that you are here?

Matthew Lawson: My question is about the growth incentive of $400 given to just 1 conference. Do you think this will make a big difference in the grand scheme of things? What is your intended use for it?

Loralyn Blondin: It was something that the previous director was thinking of and encouraged me to continue. The conference last year really appreciated it. It helps give them a goal to make a big change and grow as a conference. In terms of how we decide which conference will receive the incentive, that criteria has not been specified yet. I will be talking to the conferences and making a decision in the future.

Matthew Lawson: I am curious about the spending for the external delegate incentives. Could you expand on those?

Loralyn Blondin: We were working on ways to bring down costs overall. We plan to focus on continuing external growth in future years.

Meara Hampton: I have a question for the Director of Design. Item 15-032 is a safety incentive. Is this necessary with respect to insurance? Could you explain what it is?

Stephan Dobri: The safety incentive is for people going above and beyond, not just meeting the mandatory requirements. This is also for teams that want some more safety gear that would normally be too expensive. This could help teams be even safer than they already are.

Jerry Haron: I am leaving. Please direct any questions about events to Alex Wood.

*Jerry Haron leaves.*

Stephen Martin: I am looking at the event budget compared to last year. This year it is $16,000 whereas last year was $30,000. Why is there such a big difference?

Alex Wood: The reason revenue is much lower this year is because we are trying to improve the event portfolio this year by reducing ticket costs and making some events free. They have become less popular over the years, so we want to keep the events running.

Sam Anderson: Just to clarify, that $16,000 is the revenue. Why is there a difference of almost 100% between the years?

Andrew Crawford: We have put in place one of the most substantial changes to the event portfolio in order to be successful.

Alex Wood: Last year we only got $7,000 revenue, but that was after budgeting $30,000 for revenue. That is an indicator of how poorly things went last year. This year we are budgeting for half the amount from last year.

Jane Ferguson: I want to thank everyone who looked over the budget and to all the directors for getting me their budgets early this year.

**Motion Passes: 7:30 pm (29, 0, 1)**

### Motion 4:

Whereas: Last year there was a lot of BED Fund money not spent;

& Whereas: There was an overwhelming suggestion in council to use the money to buy TVs for the ILC group rooms;

BE IT RESOLVED THAT:

Council approve the spending of $10,050 from the current BED Fund account on six televisions for the ILC, as approved by the BED Head board.

Moved by: Mark Tamming

Seconded by: Jacqueline Craig

Opening (Mark Tamming): BED fund is a student funded, opt-out-able fund that is spent on bettering education, normally in the form of equipment. Ideas are generated by students and voted on by a board of representatives from each discipline. Thousands of dollars have accumulated over the years. We are looking at the TVs as a way to make sure students can benefit from this directly. We think this would be a great way to use unspent money. I met with Simon Smith, the ILC Operations and Facilities Manager. He suggested to start with about 5 TVs and then look into getting more in the future.

Nichola Trihn: Have you thought about which rooms they might go in?

Mark Tamming: Simon is looking into the specific rooms. He was thinking somewhere on the second floor, but will put more thought into their exact placement once they are approved.

Sam Anderson: In regard to general BED Fund purchases, we have trouble ensuring that the things we buy for departments stay with the students, as it is their money that we are using. How can we make sure that these TVs remain property of the society? Say for example that the ILC is renovated and they need to move the TVs. How can we make sure that they stay with us, and are not moved to an alternative location where students cannot access them?

Jacqueline Craig: We will put a plaque on the TVs saying “purchased with the BED Fund”. It would then be weird if another faculty acquired them and put them in their space. We hope to put them in the rooms that are most useful to us. If there is a renovation we hope that the current BED Fund team can keep track of them and ensure that they know the TVs belong to the society.

Stewart Jensen: Is there any way to track how much they would be used?

Mark Tamming: No, there is not direct way to track it. However we can try to gauge their usage after about a month from the students.

Andrew Crawford: Surveys are great for this sort of thing.

Meara Hampton: Why TVs and not something like projectors?

Mark Tamming: We looked into projectors, however there already are projectors and they are expensive. We think that the TVs would get more use. They are also much easier to setup, as you can just plug in the HDMI cord and you are good to go.

Matthew Lawson: Will there be Mac adapters for each one? Do we have a size for the TVs?

Mark Tamming: When I met with Simon Smith we discussed the Mac adapters, but theft was a brought up issue. We can go with the adapters and just see how long they last. In regard to dimensions, I can look that up right now.

Andrew Crawford: The iCons (Integrated Constables) can lend out Mac adapters.

Callen Hageman: In terms of the HDMI cables, I think those would be a great idea as long as they are included in the $10,000. Auxiliary cables for audio would also be a good idea.

Evan Dressel: HDMI cables carry audio, so that is not an issue.

Stephan Dobri: If the TVs are purchased, we would want to try to make sure that the rooms they are placed in remain as group rooms, rather than being changed into offices. Can we plan something to ensure that the TVs stay in rooms that are accessible to all students?

Julianna Jeans: I want to clarify, is it 5 TVs or 6?

Mark Tamming: It is 6.

Stephanie Carswell: If we could get those Mac adapters purchased by the society, the iCons could definitely hand them out.

Emily Townshend: In group rooms, projectors are only useful if they are the ones that you can pick up and take with you. Again, that raises the theft issue.

Stephanie Carswell: Projectors are only good for about 30 minutes, then they overheat and turn off.

Matt Whittle: Before you buy cables, could you do an assessment of the current infrastructure? There are already many cables that are damaged. Maybe include all of the future cables with the iCons so that they will not get damaged without accountability.

Matthew Lawson: I would like to see the cables attached to the TVs somehow. Goodes Hall has them attached securely. The iCons are not always on staff during the day, so this could be a problem.

Sam Anderson: That system on the table in the front has cables attached to it securely.

Meara Hampton: If the iCons had the cables, you could still get them during the day.

Mark Tamming: Thank you all for the input, I look forward to moving forward with this.

**Motion Passes: 7:43 pm (29, 0, 0)**

### Motion 5:

Whereas: Our definition of what should be in policy was very cloudy;

& Whereas: We feel these changes better reflect what should actually be in policy;

BE IT RESOLVED THAT:

Council approve the changes to Policy as seen in APPENDIX “SHUFFLE-ROUND-1”.

Moved by: Alex Wood

Seconded by: Julianna Jeans

Opening (Alex Wood): I mentioned in my summer report that I looked over policy and bylaw. I know the difference between the two is something many people struggle with. We are trying to make it much easier by structuring it more similarly to how the outside world structures it. I shuffled things that needed to be moved around. Policies are more regarding the governing body. They are concerned with operational things regarding council. Bylaw is more for the ‘spirit’ of things.

Callen Hageman: I am wondering if our Vice President could tell us what he moved around and why?

Alex Wood: These are the ones that I can think of. There is one section in bylaw about the grease pole. I scraped that entire section as there is an entire manual that goes through FREC Committee regarding the pole. I put the ‘sprit’ of every conference into bylaw. I took the leadership section from the policy and put it into bylaw. This explains what the Executive Directors do. I also moved the BED Fund to policy as it is an operational thing.

Eleanor McAuley: Can laptops be used for this?

Ryan Cattrysse: Yes.

Alex Doig: ERB has not yet had a chance to review all of the changes.

Eleanor McAuley: As someone who has read lots of the policy, and been very confused by it, I really support these changes. I think there is still a long way to go, but this is a good first step.

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

Alexander Rey: I want to commend Alex Wood for making these changes. There are many changes that need to be done routinely.

Alex Wood: Another major move is that we took all of the IT related issues and moved them into policy, so there is now a new section for the IT related things.

Matthew Lawson: I got confused by some of the changes and was depending on ERB to tell us if it was any good. I would like to table this if it is friendly so that ERB can look it over.

Rigers Rukaj: Could we vote on it next council and then a second time in a few weeks?

*Eric McElroy returns.*

Callen Hageman: I have reviewed it thoroughly and I think things are good. I want to ask about the information security policies. Why were they moved from bylaw to policy?

Alex Wood: The issue we have run into is that it used to be that anything important was in by-law.

By moving IT to policy, all operational things can now be in policy. It makes sense now in its current location. It does involve things such as information security, which is important, but it fits within policy.

Eric McElroy: I think the reason some things existed in by-law rather than policy is that they are more difficult to change. Things such as personal information and security are very important and are the reason many student groups have policy statements about how their practices work.

Emily Townshend: Does the mandatory Freedom of Information and Protection Privacy Act not make that redundant?

Eric McElroy: I do not think it makes sense to put something regarding student’s privacy in an easily changeable document.

Sam Anderson: I am going through the document and one of the changes under Director of Events (C.1.2h in policy) is that one of the lines of the specific duties has been removed. That is more of a substantive change. I am unclear as to what the overall scope of the change is? What changes are in there and what have been left out? That particular one is more of a specific circumstance rather than an overall change from policy to bylaw.

Avery Cole: That is not a unique situation, there are many changes in there similar to it.

Alex Wood: I apologize, there are a couple of changes that I made to reflect current practice. I am willing to delay this shuffle of policy for 2 weeks. However, I would like to pass the beginning of bylaw, as the beginning of bylaw is to reflect the spirit of the change. Over the next 2 weeks we can figure out the nitty gritty stuff.

Eric McElroy: I found it difficult to digest what had been changed. I think it is important that we get another week before we vote on this. I would like to move to table this motion.

Jacqueline Craig: This shuffle is a bit more time sensitive than other things. We were hoping to bring something to BED Fund this week, but because of time issues and policy/bylaw being a sensitive topic, we were hoping everyone would have read it before hand and would be ready to make the change this week.

Eric McElroy: To expect everyone to read all the changes in the 5 days we were allotted is unreasonable. Any large changes should be presented much earlier in advance.

Alexander Rey: The policy should be passed the second reading of the bylaw. We essentially have to table it from a procedural standpoint.

#### Motion tabled

### Motion 6:

Whereas: We need to make changes to By-Law as well as Policy;

& Whereas: Changes to By-Law need two readings;

BE IT RESOLVED THAT:

Council approve the first reading of the changes to By-Law as seen in APPENDIX “SHUFFLE-ROUND-2”.

Moved by: Alex Wood

Seconded by: Julianna Jeans

Opening (Alex Wood): The spirit of this motion is to make bylaw and policy reflect our actual structure. 2 weeks from now when we have our next council, I can come with a more full presentation and we can finalize all policy-bylaw changes.

**Motion Passes: 8:02 pm (25, 1, 3)**

Let it be noted that Matthew Lawson, Eric McElroy and Sam Anderson abstain.

### Motion 7:

Whereas: Council has no means of distributing confidential documents to only council members;

& Whereas: In the case of a closed session of council this would be an issue;

BE IT RESOLVED THAT:

Council approve the changes to Policy section λ Information Technology subsection C. Mailing List Practices as seen in APPENDIX “COUNCIL CONFIDENTIAL”.

Moved by: Alex Wood

Seconded by: Julianna Jeans

Opening (Alex Wood): For people who do not know, there is an ability for us to go into a closed session of council if there are sensitive topics. We currently have no way of distributing documents for a closed session as anyone can join the mailing list. If a document needs to be circulated before a closed session, a specific mailing list could be used.

Emily Townshend: I want to point out that we are not the only society that has need for this. However other governments have different approaches to the situation. I think this is the best way to make documents more secure.

Callen Hageman: There were 2 emails this summer sent to council deemed confidential. What steps were taken into making them confidential?

Alex Wood: The members in the conference were aware that we needed to distribute the information and that the mailing list would not only be comprised of council members.

Andrew Crawford: A similar situation happened concerning our services. It was not felt to be a major risk to use the general mailing list as any member of the society can technically request information regarding the society’s budget and money.

Alexander Rey: Currently the Head of ERB, as well as the Constitutional Gurus and the Chair of the Board of Directors, do not sit in on closed sessions, as stated in bylaw 1.B.1 and 1.B.2. However, we are on the mailing list.

Avery Cole: I believe you are correct.

Alex Wood: We will need to adjust this. Remove the Head of ERB, Chair of the Board of Directors and the Constitutional Gurus from that list as they do not sit in on the closed session.

Julianna Jeans: Can we add the Council Speaker and Council Secretary to the list?

Eleanor McAuley: In C5-4, why are the VPSA and President not able to submit content for the distribution list throughout the entire year? I think they have the right to have access for the entire school year.

Julianna Jeans: That line is the same as for the regular council mailing list.

Eric McElroy: The reason it was written that way is because it makes it easier to comply with the Canadian Anti-Spam Legislation (CASL).

Alex Wood: I believe this mailing list is necessary for this council to function.

**Motion Passes: 8:12 pm (29, 0, 1)**

Let it be noted that Benji Christie abstains.

Avery Cole: Note that we need to return to Motion 5, as it needs to be voted on to be tabled.

Alex Wood: Can I just remove the motion?

Ryan: Yes

*Motion 5 is removed.*

### Motion 8:

Whereas: Many of our members who have been sent to the Ontario Engineering Competition (OEC) have enjoyed their experience;

& Whereas: OEC is the gateway to the Canadian and International Engineering Competitions;

BE IT RESOLVED THAT:

Council approve the decision to join the OEC Membership Tier of the Engineering Societies Council of Ontario (ESSCO), noting that this decision does not align the Engineering Society with ESSCO’s decisions and practices. This decision will be reviewed annually and alternate gateways to CEC will be investigated.

BE IT FURTHER RESOLVED THAT:

Council approve the allocation of $274.50 ($0.10/Student) for this membership fee.

Moved by: Julie Tseng

Seconded by: Loralyn Blondin

Opening (Julie Tseng): The ESSCO is an external alignments body that holds various conferences over the course of the year. Often the delegate sent was the Director of External Communications. 2 years ago we voted to be removed from ESSCO and take a 1 year hiatus from CFES. We are no longer a member school. They passed a motion 2 years ago that OEC could only be participated in if you are a member. Then they passed a motion that there is a new tier of membership which allows you to take part in OEC. However, this membership requires the school to bid to host the OEC every 5 years. Let us start discussion on whether it is a good idea for us to join on this tier of membership.

Callen Hageman: What organizations in EngSoc would be affected by this decision?

Julie Tseng: We actually hire a team to organize the Queen’s Engineering Competition (QEC). From which we then select people to go to the OEC. It would affect the organization of that conference. If we did not join, it would just be an internal competition. Students would compete but not go on to OEC if successful.

Loralyn Blondin: We have had teams move on from OEC to the Canadian Engineering Competition (CEC) in the past.

Eric McElroy: Why was this not in the budget?

Julie Tseng: Given the nature of the decision to leave ESSCO, we wanted to leave it as a separate decision as it involves deciding whether to become members of the ESCCO organization. Note we would only be on a specific tier of membership and would not have a full membership.

Matthew Lawson: People need to be reminded of why we left ESSCO. If we are a part of ESSCO, even with a tiered membership, we would still be affiliated with them. In the case that a situation were to arise, this tiered membership would not give us a seat at their table, so we could not do anything.

Avery Cole: Could you be more specific?

Matthew Lawson: The main reason why we left is because we were worried about some of their public statements that we were not in agreement with. We disagreed with their poor management of money, etc. It was a large debate. We did not agree with the way they were run.

Emily Townshend: I do not think it is fair to block students from the OEC. Have we investigated a way to get our students to the CEC without going through the OEC? I do not want to be affiliated with ESSCO at all.

Julie Tseng: When I found out about the decision, I found out about it by reading the minutes from their meeting. Our school, as well as the University of Toronto (U of T), should have been contacted; we were not. I did my research as to whether we could go to the CEC. The CEC does have policy that limits participants to members of ESSCO. However, the structure of how the competition is organized is different. We are a bit time sensitive on this issue. I am looking into it with the U of T president. I see a value in being able to send members interested to the OEC.

Andrew Crawford: Can I use my laptop to reference the minutes regarding the exiting of ESSCO?

Ryan Cattrysse: Yes.

Eleanor McAuley: I was wondering if the Executive could explain what extra benefits we would get from joining on a higher tier of membership?

Julie Tseng: What we would get is a voting status. However to be a member in good standing, you must send delegates to those conferences. I think one of the big reasons why we wanted to leave CFES is that the amount of money we were funneling to send delegates to these conferences was significant. These numbers were very high. Between CFES conferences and ESSCO conferences, it gets very expensive. This year I did not include this with my proposal to the Dean as we were not sure on our stance on a higher tier of membership.

Matthew Lawson: what is the last date that we could pay this fee by? Could we push this motion to the last day possible so that we can do more research into our options?

Julie Tseng: U of T passed a motion a month ago that has them now in the OEC tier of membership. Their dean recommended that they go ahead with this tier of membership. Their perspective was that the OEC is valuable, so they would pay this slightly decreased amount to gain access to the OEC. In terms of what we need to do, it involves a written letter from myself expressing interest in re-entering our membership. In terms of a timeline, earlier is better.

Sam Anderson: I am excited to hear if we can determine a date. What can we do to make it clear that if we join this membership, it is only because we want to participate in OEC, and not because we want to be affiliated with the rest of the organization? To what extent would we be able to use our membership at this tier as a bargaining chip?

Julie Tseng: For a date, I will get in contact with the ESSCO president and find out. Since U of T has already made this decision, and we want to promote the QEC soon, we should get involved in this as soon as possible. Sam Anderson, can you clarify what you mean by a bargaining chip?

Sam Anderson: We are indirectly giving support to ESSCO as a member. The money should not necessary be a factor, more so us having a membership with them. I want to see if we can make it clear that we do not want to be an observer and that we want to maintain this separation until we feel they are doing a good job representing Ontario engineering students.

Julie Tseng: Another reason why they wanted to introduce this tier is because they want schools to bid on the OEC once every 5 years. They have had problems in the past of getting schools to bid to host. It will be good for them to have Queen’s and U of T, being larger and older schools, associated with them. In regards to addressing this concern, this is a discussion I will have with the U of T president. In the past, society presidents have released public letters expressing concerns regarding membership. We could release a letter explaining our stance on the organization and that we are not full members.

Stephan Dobri: Say that we did put off this vote and it turns out the deadline is before next session of council. What would we do? Could we arrange another session to vote on the matter?

Julianna Jeans: We would have to call an emergency session of council.

James Gibbard-McCall: Can you explain why we feel a link to U of T in this decision? Would it be a problem if they join and not us?

Julie Tseng: I connected with U of T as I felt that we were in similar situations. I did not actually know we were the only 2 schools not a part of ESSCO. I found that their president and society was parallel in terms of issues they were dealing with in respect to ESSCO and figured we would have similar discussions moving forward. I was curious to hear what their stance was, as their school is very comparable to ours.

Alex Wood: Do we condense timelines if we do not vote immediately to join? What if QEC runs before this decision? This might affect the conference’s attendance if students think they cannot move on to OEC. It would affect the advertising for QEC. I think with U of T rejoining them, Queen’s starts looking more stand-offish as now the only school not a part of ESSCO. Finally, in terms of our students, majority of them do not know the political side of this, they only know that they cannot go to the OEC. I do not want to be a part of ESSCO again either, but I think it would be necessary to swallow our pride and give our students the best possible experience instead of trying to send a message to an external body.

*Hazik Ahmad proxies his vote to Avery Cole and leaves.*

Stephen Martin: I do not think this is a money decision. That is not the important part. If our reasoning is that we do not believe in something they do, we need power to enact change. We do not want to give them the power to force us to join with them. If we feel that this is important enough to be concerned about our reputation due to our involvement with ESSCO, that needs to be held with serious concern as it involves our students. If we mean to enact any change, we need to do it before we give in to ESSCO and join.

Stephanie Carswell: As someone who has gone before, I am very wary being affiliated with ESSCO. I think that we should provide some stipulations should we join this organization. If we are going to rejoin we should state that we want to send members to OEC but that we do not want any association with their society.

Emily Townshend: I propose an amendment to this motion that this decision be reviewed annually and that a public statement be released regarding our stance on our membership.

Eric McElroy: I am a very strong proponent for the OEC. I think it is very beneficial to all students who are involved and participate. Especially if you are not part of a design team, it allows for external exposure. I want to support joining ESSCO. I personally do not believe that you can effect change in an organization that you are not a part of. There is no way that staying outside will benefit our students. Any harm that comes from anything ESSCO does is stuff we can mitigate through statements. This amendment might be something that belongs in a policy document. If we do decide to rejoin ESSCO, they have to allow us and approve us to join. Why would we further alienate ourselves from this group of people who have the power to decide whether we can rejoin? Yes, it will suck to return with our tail between our knees, but it is a very important opportunity that our students should not miss out on. If we ever want to effect change in ESSCO, we need to join to be able to make that difference. Also fun fact: ESCCO has not removed our contact information or logo from their website.

Andrew Crawford: The website ESSCO created after we left still lists our information as a member school.

Julie Tseng: Though they passed that motion that restricted membership, they have allowed Queen’s members to continue to participate. I have the letter that was originally sent to ESSCO explaining our reasoning for deciding to leave.

*Council reads original letter sent to ESSCO stating reasoning for departure.*

Eric McElroy: In that letter it says that one of the reason we decided to leave was that we did not get back any real benefit, however those people who went gained much professional development.

Matthew Lawson: During the formulation of that letter, all things were decided on with the knowledge that it would not affect our access to the OEC. We are in a different situation now, as our OEC participation is on the table.

Eric McElroy: If you look at the minutes from when we tried to leave CFES, it was brought up that we would lose access to the CEC, which was one of the main reasons why we did not leave CFES when we left ESSCO.

Eleanor McAuley: The amendment passed very friendly. I would like to make an amendment to the amendment.

Emily Townshend: I am good to withdraw the part of the amendment about the public statement.

Callen Hageman: I really like that amendment. We have talked a lot about how the main reason we left was due to the conferences. This reason for rejoining is more about competitions than conferences.

Julie Tseng: As I have said multiple times, I have attended the President’s Meeting for the CFES. Going back, I tried not to have too many expectations. I was pleasantly surprised that they have a good executive and that they were able to make strides towards improvement. In regard to ESSCO we do have observer status, so that we can observe conferences. This would be useful for seeing how the organization is currently doing, rather than going off of what happened 2 years ago. We do not know if they have changed. Having this membership would give us more of an inside look to see how things are currently going.

Meara Hampton: Are there any other EngSoc presidents that are members of ESSCO that we could contact to ask about the organization?

Julie Tseng: Having come back from that conference, a lot of the member schools were interested in knowing why we were not a part of ESSCO. Many of the Ontario schools were interested to ask why we were returning to CFES conferences. I think it is a decision being evaluated by many other schools. There are many people on either side of the argument. I can include that in my presentation if you are interested. We should remember that this decision is about OEC currently, with the by-product that we will be affiliated with ESSCO.

Sam Anderson: I was toying with the idea of motioning to table this motion. There are many pros and cons on both sides, but we have pointed out that an emergency session of council is viable if we need to make a vote. I would motion to amend the motion that our decision “be subject to final approval by the president.” That way it can be approved now, but does not necessarily mean that we are definitely moving forward with the membership if the president does not feel that we should do so. This allows us time to change our mind if required.

Julie Tseng: Unfriendly for sake of discussion.

#### Motion to extend council:

Moved by: Emily Townshend

Seconded by: Andrew Crawford

*Motion passes: 8:57 pm, council extended by 1 half-hour*

*Sam Grant leaves, does not proxy vote.*

*Council begins to debate the amendment.*

Eleanor McAuley: I think that just by the fact that Julie Tseng brings this to council is an indicator that she wants the council’s decision on it. Sending it back to give her the final decision does not make sense. I am a strong advocate that this is a council decision

Eric McElroy: I am very much against this amendment. This is very much a council decision.

Callen Hageman: I want to know what our president thinks about this as she brought it to council for our decision, but has not spoken herself.

Julie Tseng: Eleanor is correct. I am only 1 person. I would like this body to make the collective decision, as we are voting on a matter that affects every single student.

Sam Anderson: I want to point out that we are not removing decision from council, but only adding a second layer of decision as we are not ready to commit to this just yet. We are not sure if this is our only option to return to OEC. We are not sure if there are any other factors at hand. We are not necessarily ready to make a final decision, but we can definitely vote to show our support for either side.

Eric McElroy: Adding that second layer of vote is what council is for. If you do not think there is enough information yet, then vote against the amendment and vote to table the motion. I do not think taking power from council and giving it to one person is a good idea. At the end of the day, the decision should be made by council. It is important that council makes this decision on behalf of our constituents.

*Council votes on the amendment.**(27, 0, 0)*

Let it be noted that Emily Townshend and Rigers Rukaj abstain.

Stephen Martin: Thinking of the people I represent, I do believe my constituents would vote in the favour of doing this. Giving my constituents the benefit of the doubt that if they were as educated on the subject as I am, I would trust them to make the correct decision.

Eric McElroy: I have many friends who have gone to the OEC and had a fantastic experience and I would hate to deny others the same opportunity.

James Gibbard-McCall: Based on the actual concerns raised with ESSCO, we are assuming the cost of going to conferences is no longer an issue. Since we are not raising our concerns early about why we do not want to join them, I do not think it is reasonable.

Matt Whittle: Would anyone on the outside know what ESSCO is or that we are a part of it? Does our affiliation really risk harming our reputation with people who are not in the loop?

Julie Tseng: In the case that any external alignment groups were to do something extremely offensive or horrid, there are measures that we can take within the grey area of our membership. There are measures we can take after the fact to distance ourselves from it.

Stephanie Carswell: Can we take these measures ahead of time in case something comes up? This would show we were already opposed to the membership right from the beginning. That way if something ever comes up, it would not seem like we are just trying to defending ourselves after the fact. That way we have some sort of proof if we ever have to defend our reputation.

Julie Tseng: So do we use a letter addressed to the public to proclaim our stance? Other people will see this as us saying “okay, we are not full members”. This is not really fair to the organization as we are 2 years apart from them and do not really know how they have changed over the years. If we ever want to effect change with them, we would have shot ourselves in the foot by saying that we do not want to be a part of them.

Matthew Lawson: I just want to say that I am in support of this motion. What do you think the reaction of the Dean will be?

Julie Tseng: When we first heard that this had happened I informed the Dean. She asked me to confer with U of T to see what they were doing. When I told her they were rejoining, she was very receptive to it. She originally had concerns towards the organization but was very happy to hear that they had changed when I came back from the meeting with CFES. She has no strong feelings against joining.

Evan Dressel: If you are worried about it being noted that we are against joining, it is being noted in the minutes. We can reference back to them later if something happens.

Meara Hampton: My statement was not about sending a public letter about why we are rejoining, but more about just making it clear to our society that we would be joining to effect change. Organizations do change over the course of 2 years and if we are looking to rejoin, we would want to see that ESSCO is changing and not staying the same as it was.

Emily Townshend: I want to make it clear that although it is a simple debate, it comes down to an optics issue. We have a responsibility to our constituents. We need to look at the optics of the situations before we make a decision. This is not a frivolous debate.

Eric McElroy: I just want to clarify that we do not bare any legal fiduciary responsibility. I want to make an amendment to the amendment.

Moved by: Eric McElroy

Seconded by: Sam Anderson

*Amendment was found friendly.*

Alexander Rey: Just in case they do something cool, we do not want to exclude possibilities.

Eric McElroy: If in the future we change our mind, we still have the possibility to do other things. If ESSCO does something wrong, we will still have the opportunity to deal with it.

Callen Hageman: I agree. No one is ever going to look back at this specific motion and be like “oh they do not agree with us because of this specific motion”.

#### Motion to call the question:

Moved by: Callen Hagemen

Seconded by: Tyler Snook

*Question called: 9:20 pm.*

**Motion Passes: 9:21 pm (27, 0, 0)**

Let it be noted that Stephan Dobri abstains.

### Motion 9:

Whereas: Strategic planning is important;

& Whereas: We need two more people to sit on the Strategic Planning Committee of the advisory board;

BE IT RESOLVED THAT:

Council elect James Gibbard-McCall and Kevin Corey to sit on the Strategic Planning Committee of the Advisory Board for the 2015-2016 term.

Moved by: Bailey Piggot

Seconded by: Sam Anderson

Opening (Bailey Piggot): I want to explain what the Advisory Board is. The board oversees 6 EngSoc services and 2 corporate initiatives: Frosh Week and Sci-Formal. We have some alumni and faculty on the board, so there is business experience. This year the board is going to work on long-term planning initiatives. There is not much in place on how to implement plans that will take multiple years. If you join you will learn about business.

*Nomination period begins. It is ruled that Directors may be nominated.*

Julie Tseng: I nominate Siobhan Powell

Rigers Rukaj: I second that.

Siobhan Powell: I accept.

Alex Wood: I nominate James Gibbard-McCall.

Eleanor McAuley: I second that.

James Gibbard-McCall: I accept.

Tyler Snook: I nominate Kevin Corey.

Evan Dressel: I second that.

Kevin Corey: I accept.

*Nomination period closes.*

Motion to extend council:

Moved by: Jacqueline Craig

Seconded by: Kevin Corey

*Motion passes: 9:26 pm, council is extended by 1 half-hour.*

*Candidates are given 30 seconds to speak.*

Siobhan Powell: Hi. I am in 4th year Apple. I think that I would sit well on this committee as I have experience working with people throughout the faculty. I will communicate well with everyone.

James Gibbard-McCall: My history here is that I was a manager of a service last year and was involved with Frosh Week. I am interested to see where things go from here. I am good with working with committees and people, and want to do the best for everyone in the long run.

Kevin Corey: I have experience working with large groups of people and working long-term. I am looking to effect change.

Andrew Crawford: The time commitment for this position is about 1 to 2 meetings a month.

*Question period.*

Sam Anderson: This year we are hoping to create a structure in which we can plan for our services in the long-term. Highlight a specific reason why planning in the long-term is important.

James Gibbard-McCall: The yearly turnover is very difficult. People have similar perspectives from year to year, but progress is not often catalogued. I think it is important to have long-term plans involving things such as money, resources, etc.

Kevin Corey: I believe that if we were to go into long-term, we can build on progress. People need to look forward to their successors as the people who will fill their shoes. This will help create future sustainability.

Siobhan Powell: People might come in with day to day ideas, but then be surprised with the difficulty of day to day tasks. Spreading work out over a few years gives the society an overall better opportunity to get things done successfully.

*The council elects James Gibbard-McCall and Kevin Corey for the positions.*

**Motion Passes: 9:35 pm (29, 0, 0)**

Let it be noted that Stephan Dobri abstains.

### Motion 10:

Whereas: Rigers and Ryan are in the same classes;

& Whereas: That means they take the same quizzes and midterms;

BE IT RESOLVED THAT:

Council elect Tyler Snook to be the deputy speaker for the current session of council.

Moved by: Julianna Jeans

Seconded by: Rigers Rukaj

Opening (Julianna Jeans): Last council we elected Rigers Rukaj as the deputy speaker, but he and Ryan have all the same conflicts. So we are holding a re-election.

Tyler Snook: We were wondering about the council starting at 6:30 pm.

Julianna Jeans: This will be discussed later.

Ryan Cattrysse: The responsibilities are as follows: if I am unavailable, you will be the speaker. You are also the tie breaking vote if a tie ever happens.

Eleanor McAuley: Note that unlike the speaker, the deputy speaker does not rule on elections. The deputy speaker will not serve as the Chief Electoral Officer. They are only the speaker.

*Nomination period begins.*

Eric McElroy: I nominate Sam Anderson:

Galvin Niu: I second that.

Sam Anderson: I respectfully decline.

Galvin Niu: I nominate Alan Goodman.

Kevin Corey: I second that.

Alan Goodman: I accept.

Evan Dressel: I nominate Tyler Snook

Callen Hageman: I second that.

Tyler Snook: I accept.

Callen Hageman: I nominate Alex Wood.

Galvin Niu: I second that.

Alex Wood: I respectfully decline.

Stephen Martin: I nominate Eleanor McAuley.

Matthew Lawson: I second that.

Eleanor McAuley: I accept.

Ryan Cattrysse: I nominate Stephen Martin

Matthew Lawson: I second that.

Stephen Martin: I respectfully decline.

Alexander Rey: I nominate Eric McElroy.

Kevin Corey: I second that.

Eric McElroy: I respectfully decline.

Sam Anderson: I nominate Andrew Crawford.

Benji Christie: I second that.

Andrew Crawford: I respectfully decline.

Let it be noted that Andrew Crawford considers himself a Sci’15.

Callen Hageman: I nominate Matt Whittle.

Tyler Snook: I second that.

Matt Whittle: I accept.

Julie Tseng: I nominate Callen Hageman.

Benji Christie: I second that.

Callen Hageman: I accept.

Sam Anderson: I nominate Paige Leedale.

Benji Christie: I second that.

Paige Leedale: I respectfully decline.

Tyler Snook: I nominate Chloe Harkness

Benji Christie: I second that.

Chloe Harness: I respectfully decline.

Eleanor: I would like to withdraw.

Avery Cole: I nominate Kevin Corey

Benji Christie: I second that.

Kevin Corey: I accept.

Stephen Martin: I nominate Matt Lawson.

Eric McElroy: I second that.

Matt Lawson: I accept.

Emily Townshend: I nominate myself.

Galvin Niu: I second that.

Emily Townshend: I accept.

*Nominated period closes.*

*Candidates have 30 seconds to speak.*

Alan Goodman: Hi, I am Alan. You are probably thinking: “You are just a lonely frosh, what makes you think you have the technical skills to get this job?” Well, let me tell you. This is the job that I was born to do.

Tyler Snook: Last year when I first walked in to council and saw Nick Hetherington, I thought “I want that hair.” I think that I can do a great job making sure there is a good balance between professionalism and seriousness in council.

Kevin Corey: Hi. My roommate has long, red hair in a man bun. I am from a place with a population of 100 people. This means I am really good at swinging a hammer.

Matt Whittle: Standing up here and watching Ryan and Julianna have lots of fun and do a great job, I think that my goal would be to do as awesome of a job as them.

Callen Hageman: I really like the job Ryan has done this year, I would be excited to be the deputy speaker. I promise to show up. I sat in on some real Canadian councils this summer, it was cool.

Matthew Lawson: When I was growing up I saw my dad driving a truck. I wanted to drive that truck for the rest of my life. But when I grew up I realized that I did not want to drive that truck for my entire life. I only want to drive it once.

Emily Townshend: I have had a vote for 2 years and sat on council for 4 years. In that time I only missed 2 councils. Once because I got lost, the second because I had a mandatory meeting I could not get out of. I promise to be a good neutral body as your speaker.

*Question period.*

Eric McElroy: You need to have an intimate knowledge of the rules of council to be the Speaker. What experience do you have with Bourinot’s rules?

Emily Townshend: I have in fact tried to intimately effect change in senate using Bourinot’s rules. I read the policies and I always use the rules when necessary.

Matthew Lawson: I do not want to ride the truck. I withdraw my nomination.

Callen Hageman: I had never heard of Bourinot’s rules until today. But I like to think that I can adhere to EngSoc policy. Having sat on council, I have experience using the rules.

Matt Whittle: I have experience with council and I think that the application of those rules is important.

Alan Goodman: I sat on a council from grades 5 to 8. I have gone through the whole parliamentary system. I also sat on an AMS council right after being elected.

Tyler Snook: I promise you that if I am elected, I will google these rules after council is done. Which is what council is all about, learning. I think I can work well with Julianna Jeans to keep things on track.

Alan Goodman: When I was in high school I spent 2 years in Ontario Model Parliament, so I have some experience with these rules.

Motion to extend council

Moved by: Jacqueline Craig

Seconded by: Alex Wood

*Motion passes: 9:56 pm, council is extended by 1 half-hour.*

*Council elects Tyler Snook as deputy speaker.*

**Motion Passes: 9:59 pm (29, 0, 1)**

Let it be noted that Tyler Snook and Stephan Dobri abstain.

### Motion 11:

Whereas: External Communications are important;

& Whereas: So is first year input;

BE IT RESOLVED THAT:

Council elect First Year’s Paige Leedale and Alan Goodman to sit on the External Communications Committee.

Moved by: Alex Wood

Seconded by: Julie Tseng

Opening (Alex Wood): The External Communications Committee is the one that assesses our relationships with external bodies. Last year they used an evaluation matrix to assess external bodies and issues. They deal with things such as joining CFES.

*Nomination period begins.*

Jacqueline Craig: I nominate Tristan Brunet.

Evan Dressel: I second that.

Tristan Brunet: I accept.

Callen Hageman: I nominate Benji Christie.

Avery Cole: I second that.

Benji Christie: I accept.

Julie Tseng: Note that you will meet at least once per semester, but could expect to meet twice or thrice.

Loralyn Blondin: I nominate Alan Goodman.

Evan Dressel: I second that.

Alan Goodman: I accept.

Tyler Snook: I nominate Paige Leedale

Evan Dressel: I second that.

Paige Leedale: I accept

Emily Townshend: I nominate Kevin Corey.

Benji Christie: I second that.

Kevin Corey: I accept.

Callen Hageman: I nominate Galvin Niu.

Evan Dressel: I second that.

Galvin Niu: I accept.

Evan Dressel: I nominate Troy Su.

Benji Christie: I second that.

Troy Su: I accept.

*Nomination period closes.*

*Candidates are each given 30 seconds to speak.*

Tristan Brunet: I want to tell a story about how eager of a frosh I am. I came prepared to the Sci’19 elections with a page long, pre-written speech. Not many people did that. I am very excited to get involved in any way I can with EngSoc.

Benji Christie: I love getting involved with my school and community and want to do as much as I can for Queen’s University. I want to communicate with other schools and represent Queen’s on an international level.

Alan Goodman: This seems like an amazing opportunity to help Queen’s improve on its public relations scale. If I cannot have deputy speaker, this would be a close second.

Paige Leedale: I have been trying to get involved so that I do not feel small. I think it would be really nice to be on a different committee so that I can feel like more of a part of Queen’s.

Kevin Corey: In terms of the position, I really believe that you need to represent yourself and Queen’s well to ensure that others perceive us well, no matter their intentions.

Galvin Niu: I think you need to have strong communication skills, which I have. I would love to represent my fellow students on this committee to show what the majority of people would want.

Troy Su: I have been outside, I have been on a committee and I know how to talk. I think I can make Queen’s a better place.

*Question period.*

Julie Tseng: Note that at the end of your general meeting, you will propose improvements. My question is: why is it important that we maintain external relations?

Troy Su: I think it is important because as a post-secondary institute we place ourselves at a high standard and it is important to maintain good external relationships. I am here to help.

Galvin Niu: It is important to compare ourselves with others to see where we stand in order to figure out where our shortcomings are so that we can improve.

Kevin Corey: Throughout history many countries have tried to isolate themselves and it never ended up well. If we want to continue to be self-sufficient, we need to go out to find other people and other opinions.

Paige Leedale: I think that without external relationship we put ourselves in a bubble and continue to do the same things over and over. We need to expand and reach out to others.

Alan Goodman: External relationships are like the comparison between sexual and asexual reproduction. When you have good external relations you get more opinions and can make changes regarding what needs to happen.

Benji Christie: It is important to hold professional relations with external relations. We can go participate in other design teams, conferences, etc and compare ourselves academically.

Tristan Brunet: We need to realize we are not alone in this world. We need to interact with other people and interconnect with each other to properly grow and learn new things.

*The council votes to elect Paige Leedale and Alan Goodman for the positions.*

**Motion Passes: 10:12 pm (27, 0, 0)**

Evan Dressel and Stephan Dobri abstain.

## VII. Break

*Council breaks: 10:14 pm.*

*Council resumes: 10:21 pm.*

## VIII. Executive Reports

### i) President

Julie Tseng: As the president I oversee the society. In specific, this includes: academics, conferences, first year and professional development. I am sorry I did not get the opportunity to make a presentation about the conference I attended last weekend, but you will see it next council. Get excited.

### ii) VP (Student Affairs)

Alex Wood: One thing that happened this summer was my collaboration with SGPS to try to link graduate students with our design teams. It is a cool initiative that I am excited about. Lots of hiring is happening under my portfolio. Everything else is in my report.

### iii) VP (Operations)

Andrew Crawford: My main roles as vice president involve the advisory board, services, finances, human resources and facilities of the society. Things I did this summer include working with our bookkeeper to streamline things and working with the Advisory Board on long-term planning. Everything else is in my report. If you plan on running any sort of activity, remember that there is criteria that you need to meet and a detailed process you need to follow in order to be protected. Please come talk to the executive if you are planning something.

#### Motion to extend council:

Moved by: Troy Su

Seconded by: Galvin Niu

*Motion passes: 10:26 pm, council extended by 1 half-hour.*

## IX. Director Reports

### i) Academics

Jacqueline Craig: I oversee representation, EngLinks and the BED fund. Recently I have been working on the EngLinks resource library in the lounge. A reminder that if you are taking out our books there is a sign out sheet to track how much the resources are being used. We are hiring new staff today and tomorrow. We are also hiring a new First Year Liaison. To discipline reps, I added all of you to the Engineering Academic Caucus on Facebook. Next council BED Fund will be coming back with a bigger motion. I went to the AMS Academic Caucus. It was interesting to learn about the different academic societies and their objectives. Please contact me with any questions.

### ii) Communications

Laura Penstone: I make sure everyone knows what is going on within the society. This includes events, getting involved, conferences, etc. We provide services for students in the society including graphic design, photography and videography. I am hiring the communications team at the moment.

### iii) Conferences

Loralyn Blondin: My position is as a liaison with all of the conferences, many of which are currently hiring their committees. Read my report for more information.

### iv) Design

Stephan Dobri: Good evening. As the Director of Design, I oversee the 14 design teams and clubs. I had a meeting with team captains on Tuesday. We went over design team merchandise and the logo. We have been going back and forth with Central Marketing to get the logo designed. Everything else is in my report.

### v) Events

Jerry Haron: Terry Fox happened 2 weekends ago and it was a pleasant success. Many people showed up, including community members. We raised over $2500! Fix n’ Clean is happening this weekend. We do not need drivers anymore, thank you to those who volunteered. Hiring is happening this weekend and next week. Most applications are due tomorrow. If you want to get involved, it is not a huge time commitment.

### vi) Finance

Jane Ferguson: I will be helping the first years get cash boxes for this year. I will be in contact with your treasurer. I am also doing financial training soon, so it will be when we get back from Thanksgiving.

### vii) First Year

Evan Dressel: My job is to help the first years out, inform them on everything they need to know and answer any questions they may have. I am hiring First Year Project Coordinators (FYPCO) and applications are due next Friday. The First Year Conference Committee is also hiring. We have 3 first year positions. It is going to be in Grant Hall. We may already have a case competition sponsor.

### viii) Human Resources

Alexander Rey: I work behind the scene to make sure everything is running smoothly. The hiring fair was successful. Human Resources is currently doing an experiment on Yik Yak. If you need hiring training or anything to be put up on EngSoc apply, email Human Resources.

### ix) Information Technology

Richard Hum: I do information technology things for the society. If you need an email, send me an email. Everything is in my report. IT Team applications are up on EngSoc apply. They close in 2 weeks.

### x) Internal Affairs

Julianna Jeans: We had first year elections last week. I do elections, council, policy and the end of the year banquet. Jacket council was on Tuesday, Sci’19 got their jackets. I am hiring Deputy Returning Officers. Please remember to email me in advance if you are going to miss council and let me know the name of your proxy.

### xi) Professional Development

James Gibbard-McCall: I help build professional skills, bring companies in, hold workshops, etc. Note the Linkedin work shop did not happen, but it will be happening in the near future. Everything else is in my report. Newton ritual is tomorrow.

### xii) Services

Stewart Jensen: Come to Ritual tomorrow. Head Director for Science Quest is hiring soon. Everything else is in my report.

*Council sings the engineering hymn.*

## X. Question Period

Eric McElroy: Is there an update on the Queen’s Space Conference?

Loralyn Blondin: Their hiring is going on right now. They are one of our bigger conferences. They are currently doing great.

Matt Whittle: Can we have an update on the Collider Space?

Julie Tseng: I have an official statement from the AMS Academic Commissioner. An investigation was made and it was decided that as there were some uncertainties they would not to go ahead with Collider Space. I believe there is now a free space in Stauffer where SparQ Labs and a few other things are moving. This could provide possible innovation space for students.

Rigers Rukaj: Would we still be committed in respect to our money if it moves to a location like Stauffer?

Julie Tseng: No.

Matthew Lawson: I heard a rumor that the Personal Statement of Experience (PSE) was no longer required for an engineering acceptance. Is this true?

Julie Tseng: Yes. There will be messages from the faculty about what will be happening with the PSE. It is not completely going away. Dean Clapham and the registrar are figuring out the logistics.

Alexander Rey: The official stance from Queen’s is that the PSE is now optional, you do not need to fill it out. For example if applicants are very confident with their averages, they do not need to complete it.

## XI. Faculty Board Report

Meara Hampton: We are part of the academics team. We are part of the Engineering Academic Caucus and we sit on the Faculty Board.

Sam Anderson: The Faculty Board has some student representatives, but it is mainly faculty members. It is like their council body for the faculty. Some things are decided on by the Board, others are passed on to the Senate.

## XII. Alma Mater Society Report

Alex Wood: We have 6 delegates in the AMS assembly. It is the top level of student government and affects all students. In terms of policy changes, the only major one was for the Representational Policy Committee, which moved under the Commissioner of Academics. There has been an announcement by the president of the Phe-Kin association that the Physical Education program will be phased out. Additionally there was a report regarding non-academic discipline. Up until recently non-academic discipline was handled by the AMS, who always tried to give you a sentence that was not criminal. Situations will now be handled by the university.

## XIII. Senate Report

Emily Townshend: Senate is one of the 3 governing bodies at Queen’s. After the death of a first year Arts and Science student on September 18th due to anaphylaxis, there will be a review of the food contractors. The new student code of conduct and discipline protocols will be in place by May 2016. They are not finalized yet, but I will keep you updated. The Principal has been in touch with the mayor and chief of police to discuss the events that took place earlier this month off campus. The Principal introduced the new Principal’s Dream Program, which will allows professors to make courses they have only been able to imagine now a reality. This will enhance the undergraduate experience by budgeting for experiential learning, travel and bringing in high profile speakers. The average entering grade this year was 88.5%. We increased international and aboriginal enrollments over last year. Engineering suspended admissions to the Graduate Certificate Program in Community Relations for the Extractive Industries (CREI) and Neuroscience added an accelerated Masters program similar to EngPhys. The Smith School business is now a thing. Commerce had their proposal to have half-year Senate terms for senators in the 2015-2016 year approved, I think it sets an unwise precedent and voted against it.

Motion to extend council:

Moved by: Jacqueline Craig

Seconded by Tyler Snook

*Motion passes: 10:56 pm, council extended by 1 half-hour.*

## XIV. Engineering Review Board Report

Alex Doig: ERB is an arm’s length body for EngSoc that reviews policy. The constitutional gurus sit on the board. I was there for Sci-Formal guest ticket selection to make sure it was done fairly. I am going to look into the policy-bylaw swap more closely.

## XV. Advisory Board Report

Bailey Piggot: We oversee 6 EngSoc services and 2 corporate initiatives: Frosh Week and Sci-Formal. We had our annual long-range planning meeting. We laid groundwork for strategic planning and developed long-term objectives.

## XVI. Club Reports (Sunny Group)

### i) Apple

Siobhan Powell: We had an exciting first few weeks. We are making use of our new lounge, though the key fobs are not working yet. We are very happy with our class in second year. Current initiatives include developing a course and professor feedback system. We are working to develop better relationships with the ArtSci mathematics department.

### ii) Chem Eng / Eng Chem

Representatives not present.

### iii) Civil

Stephanie Carswell: We had our barbeque tonight, it was very successful. We sold merchandise and patches. We got rid of many sunglasses that we were hording by giving them away for free. We will continue selling merchandise next week. Our intramural teams include inner tube water polo and ultimate frisbee. We now have second year representatives. We are taking steps towards improving course feedback. We are looking into doing a type of online forum, as well as providing time to provide feedback in class.

### iv) Geological

Evan Dressel: Geo hosted a barbeque and had a text book sale. Our bake sale coming up. Clothing and merchandise design planning is happening. We have volleyball and dodgeball intramurals.

## XVII. Year Reports

### v) Sci’16

Eric McElroy: We have our hockey pool happening soon. There is also a cool casino night happening on Friday. We are starting to collect yearbook photos and working on our thank you gift. Sci-Formal is going well.

### vi) Sci’17

Nichola Trinh: We had our Sci’17 baseball tournament, it was a success. We slack lined and raffled off a Samsung Galaxy. We are planning a Sci’17 night at Clark as well as a Sci’17 eating contest. We are also getting hats that look like jacket bars.

### vii) Sci’18

Chloë Harkness: We have been getting ready for the year. We are doing a Clark Sci’18 thing, as well as potentially having an event at the Underground. We made a Facebook post to introduce ourselves to our year. We will be selling merchandise at homecoming.

### viii) Sci’19

Benji Christie: Even though we have only been here for 3 weeks, I think we have accomplished a lot. We survived frosh week, climbed the pole and passed jacket council. I hope we continue on this path of success.

## XVIII. Statements and Questions by Members

*Council discusses moving Council meetings from 6:00 pm to 6:30 pm.*

Julianna Jeans: As 3 of our reps have class that ends at 6:30 that they cannot leave early, I think that we should propose moving council to 6:30. Does anyone have any serious objections?

Jacqueline Craig: Some councils may run very late. If we start council even later, the council will go very late. Some people have class early in the morning. Last year people had labs that went into council, but we did not make exceptions for them.

Julianna Jeans: I decided to bring this up because last week we were not at quorum. Next council the first years have an exam that makes them all miss council. If we move council to 6:30, it will ensure that we are at quorum.

Matthew Lawson: Pushing council back only delays the process.

Emily Townshend: I like starting at 6:00. I remember when council was moved from 6:30 pm to 6:00 pm. We have had issues with frosh having midterms each year. I think the time could be pushed back for just 1 semester and then returned to 6:00pm for second semester.

Stephen Martin: Note that in my year, council was pushed back from 5:30pm to 6:00pm.

Tyler Snook: As deputy speaker, I am one of those 3 that cannot make it. If I cannot come then you would need to elect another person for deputy speaker. I do not think pushing council back will make that much of a difference.

Andrew Crawford: Just to clarify, first years will miss all of next week’s council?

Julianna Jeans: They will miss the whole council meeting.

Callen Hageman: I just wanted to say that AMS meetings start at 7:00 and their councils are normally twice as long.

Matthew Lawson: It seems silly to move the time just for 3 people on the off chance that we do not hit quorum. We could just push New Business back until they make it.

Meara Hampton: I do not like the idea that if we push it back to 6:30 we would feel the need to rush things. We should not have to shorten our discussions or shorten council because we start later.

Alex Wood: I like the idea of moving reports up. In AMS all reports are completed before New Business. I find that after a long debate in New Business, people are zoned out for the reports. I do not think moving reports up would be a bad idea.

Stephen Martin: I think if we actually have to do it, just do it on an as-need basis. So only push it back to 6:30 if needed.

Julianna Jeans: If we wanted to rearrange the way we do things, we would need to go through policy.

Emily Townshend: The reason we do our reports last is because Jay Young only needs to be here for New Business, so that he can get home to his family.

Stephanie Carswell: There are normally more questions regarding Executive and Director reports, so put the club and discipline reports first so that people do not miss the Executive and Director reports.

Siobhan Powell: Could the 3 people not proxy their votes for the first period of time?

Julianna Jeans: They could, but proxies do not count towards quorum.

Emily Townshend: Could you remind council what quorum means?

Julianna Jeans: It means that we need 2/3 of our voting members to be present as themselves to proceed with New Business. If we do not have quorum, we would need to pause until we did have quorum.

Eric McElroy: Quorum gives us the authority to make decisions and vote.

Stephan Dobri: One of the biggest things we have missed is that we have elected Tyler Snook to replace Ryan Cattrysse when he is not here. So unless we elect another deputy speaker, we would be hanging around without any speaker until Tyler shows up.

Ryan Cattrysse: Note that if there is not quorum, we do not officially meet. So technically, you could just proceed without the speaker.

Avery Cole: Correction, quorum is actually 50% plus one.

Julianna Jeans: For the next meeting, we are starting at 6:30 pm.

*Statements and questions by members begin.*

Jacqueline Craig: Just letting everyone know, EngLinks has 2 study sessions for midterms. Also, will the review of the food contractors include looking at how the cafeterias operate, i.e. how students actually get in?

Emily Townshend: They will only be looking into the actual policy.

Eric McElroy: We have a casino event going on tomorrow. You should come.

Kevin Corey: There was a shooting at a school in Oregon today. Many people were killed or seriously injured. Please keep them in your thoughts.

Ryan Cattrysse: Next council I will not be here. Tyler Snook will act as deputy speaker. We will come back with our findings after next council.

Jacqueline Craig: I just want to say that many people today brought up the fact that we are representing our constituents at council. It is important to be able to make an informed vote so that you can represent people effectively.

Jane Ferguson: I just wanted to say that I really enjoyed the debate tonight. We set a great environment for the first years. Thank you to the Executive Director team for getting me your budgets on time.

Emily Townshend: A reminder to everyone that we are changing our entire student code of conduct, so if you have any input, please let me know. We have opportunity to implement positive change.

Eric McElroy: Reminder to anyone bringing policy changes, please try to get them to us as soon as possible so that we have sufficient time to read them thoroughly. Get rid of the things that have not changed and just send us the changes.

### Motion to Close:

Moved by: Julie Tseng

Seconded by: Kevin Corey

**Motion Passes: 11:28 pm**