



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University

Thursday, February 27th, 2020

6:30 pm, Dunning 27

- I. Attendance
- II. Adoption of the Agenda: Motion 1
- III. Adoption of the Minutes: Motion 2
- IV. Break
- V. Speakers Business
- VI. Presentations
 - i. BED Fund
- VII. Discussion Period – Addressing Racism on Campus
- VIII. New Business: Motions [3-9]
- IX. Executive Reports
 - i. President
 - ii. VP (Operations)
 - iii. VP (Student Affairs)
- X. Director Reports
 - i. Academics
 - ii. Communications
 - iii. Conferences
 - iv. Design
 - v. Events
 - vi. External Relations
 - vii. Finance
 - viii. First Year
 - ix. Human Resources
 - x. Information Technology
 - xi. Internal Affairs
 - xii. Professional Development
 - xiii. Services
 - xiv. Social Issues
- XI. Question Period
- XII. Faculty Board Report
- XIII. Alma Mater Society Report
- XIV. Senate Report
- XV. Engineering Review Board Report
- XVI. Advisory Board Report
- XVII. Club Reports (Happy)
 - i. Eng Phys
 - ii. ECE
 - iii. Mechanical
 - iv. Mining
- XVIII. Year Reports
 - i. Sci'20
 - ii. Sci'21
 - iii. Sci'22
 - iv. Sci'23
- XIX. Statements and Questions by Members

Speaker: Thomas Wright

Secretary: Dana Fahey

Motion List

Motion 1

Whereas: An agenda was made;
& whereas: we need to approve it;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, February 27th, 2020, as seen on the Engineering Society website.

Moved by: Ben “New Jinho” Zarichny
Seconded by: Thomas “New Ben” Wright

Motion 2

Whereas: It’s been some amount of time since the last council;
& whereas: Dana made the minutes for it and they need to be approved;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Tuesday, February 4th, 2020, as seen on the Engineering Society website.

Moved by: Ben “Going Up” Zarichny
Seconded by: Dana “On a Tuesday” Fahey

Motion 3

Whereas: By Law related to conferences and clubs is outdated;
& whereas: By-Law should be updated;

BE IT RESOLVED THAT:

Council approve the second reading of the changes to By Law 8: Section B.5 – Director of Conferences as seen in APPENDIX “Updated Director of Conferences By-Law”.

& BE IT FURTHER RESOLVED THAT:

Council approve the second reading of the changes to By-Law 10: Section D –Conferences and Competitions as seen in APPENDIX “Conferences and Competitions”.

& BE IT FURTHER RESOLVED THAT:

Council approve the second reading of the changes to By-Law 10: Section F – Clubs as seen in APPENDIX “Clubs”.

Moved by: Allison “What’s Peptalks?” Finer

Seconded by: Zaid “What’s Queen’s Automated Poker Team” Kasim

Motion 4

Whereas: The Advisory Board needs restructuring to make it more effective;

& whereas: The procedures of the Advisory Board need to be clarified;

& whereas: There are some inconsistencies with practices and policy;

BE IT RESOLVED THAT:

Council approve the second reading of the changes to Policy ζ.C.4 – Standing Committees of the Board as seen in APPENDIX “Board_Committees”.

Moved by: Carson “Gotta love Advisory Board!” Cook

Seconded by: Andrew “The new and improved Advisory Board” Vasila

Motion 5

Whereas: The BED fund team just presented their purchase proposals for this year;

& whereas: Their purchase proposals require Council approval;

BE IT RESOLVED THAT:

Council approve the BED fund proposed purchases for the 2019-2020 year.

Moved by: Helen “Bed” Rotenberg

Seconded by: Thea “Head” Rainford

Motion 6

Whereas: We saved some money in the Design Portfolio this year;

& whereas: The Design Bay space could be used more efficiently;

BE IT RESOLVED THAT:

Council approve the reallocation of funds within the design portfolio, as seen in APPENDIX “DOD_Reallocation”.

Moved by: Max “I love tables” Bigioni

Seconded by: Zaid “It was a rough Valentine’s, wasn’t it?” Kasim

Motion 7

Whereas: Two days is not a lot of notice to be given when Council is to be held outside of the regular meeting time;
& whereas: Council members should be given more notice than that when possible;

BE IT RESOLVED THAT:

Council approve the first reading of the changes to By-Law 2: Section A.4 – Making and Distribution of the Agenda and Minutes, as seen in APPENDIX “MORE_NOTICE_PLZ”.

Moved by: Melissa “Notice is Fun” Young
Seconded by: David “Having Quorum is Also Fun” Hoskin

Motion 8

Whereas: The awards process is old and doesn’t work well;
& whereas: We need a better process so that awards are fair;

BE IT RESOLVED THAT:

Council approve the first reading of the changes to By-Law 17 – EngSoc Awards, as seen in APPENDIX “LOVEAWARDS”.

Moved by: Zaid “Can we please give out all the awards for once?” Kasim
Seconded by: Ben “I think we’ll need a better process then...” Zarichny
Thirded by: Alex “Found one!” Fitsialos

Motion 9

Whereas: The awards process is also reflected in policy;
& whereas: This needs to be changed too;

BE IT RESOLVED THAT:

Council approve the changes to Policy ξ – Awards and Grants, as seen in APPENDIX “YEETAWARDS”.

Moved by: Zaid “Awards are pretty cool dotcha think?” Kasim
Seconded by: Ben “Cooler if people actually won!” Zarichny
Thirded by: Alex “Way cooler if people knew about them...” Fitsialos

Executive Reports

President – Delaney Benoit

president@engsoc.queensu.ca

Hello Council!

First off, I would like to apologize for my absence these past two weeks. I am working on catching up but unfortunately, my personal commitments took up quite a bit of my time. As such, if you haven't heard a response to an email or are awaiting a meeting, I am sorry for the delay, don't hesitate to remind me.

Things that I've been doing over the past three weeks:

- Meeting with my Directors and the Corporate Initiatives
- Meeting with Dean Deluzio
- Attending President's Caucus
- Attending AMS Assembly
 - Great Discussion was had on Addressing Racism on Campus
- Having our E/D Meetings
- Attending a SOARB Meeting with Dr. Frank and our OC, Ally
- Transitioning Spencer
- Compiling all Transition Materials for E/D Team

Things I'll be doing over the next two weeks:

- **Transitioning Spencer**
- Meeting with Dean Deluzio
- Meeting with the Advisory Board X2
- Meeting with ExCommComm
- Working with the AMS on Racism Responses
- Meeting with President's Caucus
- Attending AMS Assembly
- Meeting with Dean Deluzio
- Attending the QUESSI LRPM!!
 - March 9th

And as always, let me know if you have any questions, concerns, or feedback!

Best,

Del 😊



VP (Operations) – Jinho Lee

v pops@engsoc.queensu.ca

Good evening council,

Things that I've been doing over the past two weeks:

- Meetings:
 - Directors
 - Advisory Board
 - Bookkeeper
 - Business Managers
- Payments for Affiliated Groups
- Transitioning Ben
- HST Filing
- Engineering Society Book-keeping Development with my FYPCO Deven!
- Behind the scenes work, dealing with fires to keep EngSoc Alive as usual

Things that I will doing over the past two weeks:

- February Month Ends
- Developing the new director portfolio with Ben!
- Debt Clearing Policy
- Transitioning

Ben: I know it's not an underwhelming job, but I'm ready for it

Jinho: Read this 100 page on Google Classroom by next week and we will talk about this in our weekly meeting

Ben:



Kind regards,

Jinho

VP (Student Affairs) – Zaid Kasim

vpsa@engsoc.queensu.ca

Howdy,

Hope everyone had an amazing reading week! Lots of super exciting stuff happening in EngSoc right now with hiring and whatnot so make sure to check EngSoc Dash if you're interested in doing anything next year!

Stuff I did over the last 2 weeks;

- Transitioning Alex mostly;
- Sleeping;
- Working with conferences to gather their final actuals and determine how much we made/lost;
- Went to Montreal and had a lot of fun;
- Working on Award Policy and By-Law stuff;
- Getting the new ED team set up on Dash → ensuring they got their transition manuals;
- Met my FYPCO's to discuss their project;
- Getting prepared for the upcoming hiring rush!!! → lots of documentation;
- Figuring out what to do with the boogie boards (they starting to break RIP);

Things I'm focussing on this semester:

- Continuing work with OEC and potentially meeting with the Principal's Office;
- Working with my FYPCO's on their project;
- Continuing to advocate for students and market the Society to students;
- Attending AMS Assembly;
- Office hours and statics with all my Directors, weekly;
- Plenty of meetings;
- Admin stuff;
- Banquet, Awards, and AGM set-up;
- Transitioning the new Directors!;
- **TRANSITIONING ALEX <3 <3 <3**
- Facilitating Transitions throughout EngSoc as a whole;
- Ending my term on a good note <3;

Yeet out.

Zaid Kasim

Outgoing VPSA



YeeeeeeeeeeeeeeeeeeeeeeT

Director Reports

Academics – Helen Rotenberg

academics@engsoc.queensu.ca

Heyy council

Here are the things that I've been doing

Englinks:

- Midterm workshops happening
- Head manager hiring this weekend
- Assistant manager applications still open!
 - Email me or nick if you're interested / have questions
- Meeting with HM

iCons

- Fun new equipment rental feature on the website
- Staff bios being posted on the gram
- Head manager hiring this weekend

BEDfund

- Meeting with Emily Edwards from faculty
- Hopefully purchases just got approved from council
- Head manager hiring!!!! (APPLY!!)

Academic advocacy

- International student caucus did not run... working on running it in the coming weeks and finding students who are interested in participating

Shout out to my lower Nick! Hes going to be doing lots of hiring in the next few weeks so if you see him around cheer him on

xoxo

Helen Rotenberg



James
@CaucasianJames



i know the black eyed peas have a group text and i need to be in it. something tells me fergie isn't very active in the chat but if i joined that would change

Communications – Ally Shikaze
communications@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past few weeks:

- Creating graphics and promoting events and involvement opportunities on social media
- Transition manual for new DComm!
- Fielding new Comm Team requests
- IRO archival work
- Sent out the All Eng

Things that I will be doing over the next two weeks:

- Transitioning new DComm!
- Sending out the All Eng
- Oversee Communications Team projects
- Working with the Internal Records Officers on projects – preparing for EngSoc History Month

If you need any photo/video/graphic design services, please submit a request at comm.engsoc.queensu.ca.

Have a great week everyone!

Ally Shikaze

Current ED Team at the beginning of the year:



Current ED Team in 2 Months:



Conferences – Allison Finer
conferences@engsoc.queensu.ca

Hi Everyone!

Things that I've been doing over the last few weeks:

- Completing my transition manual
- Preparing for hiring
- Conferences roundtable
- Ensuring conferences are wrapped up properly and preparing to transition
- Officers: budget reviews, facilitating transition manuals

Things that I will be doing over the next two weeks:

- Transitioning
- Helping with hiring
- Organizing a club roundtable



Congratulations to all the new Directors!

Thank you!
Allison

Design – Max Bigioni

design@engsoc.queensu.ca

Hello Council!

Things that I've been working on over the past two weeks:

- Setting up inspections for the bay
- Planning Design Team appreciation night
- Making sure the bay is up to standard

Things that I will be doing over the next two weeks:

- Making sure Teams are following hiring policy
- Continue maintaining the bay
- Transitioning my lower

Enjoy the week,

Max Bigioni



Had a very 'productive' reading week break. #sleeptime

Events – Christina Bisol

events@engsoc.queensu.ca

Hola Y'all!

Things that I've been doing over the past 2 weeks:

- Archive old events files
- Separate the Events Drive into its corresponding events
- Catching up w Wellness Coordinator about possibility of another event
- **Skating with nureses is happening!!!!** (shout out to Nurse-Soc for organizing).
- Discovering airports are a very productive place to write these reports

Things that I will be doing over the next two weeks:

- Meeting with lowers + transition
- Reviewing ac
- CATCH UP ON SCHOOL (Ah!)

Cheers,

Christina Bisol

TTP, DoE

External Relations – Jonah Opler

external@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past two weeks:

CFES

- Attended CSE – great conference, unfortunately I am not at council this week and look forward to delivering a presentation on this next council!

Outreach Team

- Planning events with Nursing and Commerce
- Hockey Team finals coming up
- Soup kitchen volunteer day coming up

Blood Donation

- March 10, sign up!

Transition

- Yayyyyyy

ExCommComm

- Only a few meetings left, will be tying together the loose ends of everyone's projects! Expect to see some stuff brought to council...

Things that I will be doing over the next two weeks:

- Transition
- Working on above stuff

This is me FaceTiming myself. Enjoy.



Love, JOPE

Finance – Liam Cregg

finance@engsoc.queensu.ca

Hi everyone!

What I've done since the last council:

- Finished up the last few month ends
- Met with our bookkeeper Brenda to go over expectations and possible improvements from both ends
- Still doing lots of deposit tracking for conference tickets
- Had a few successful sales on Bounce

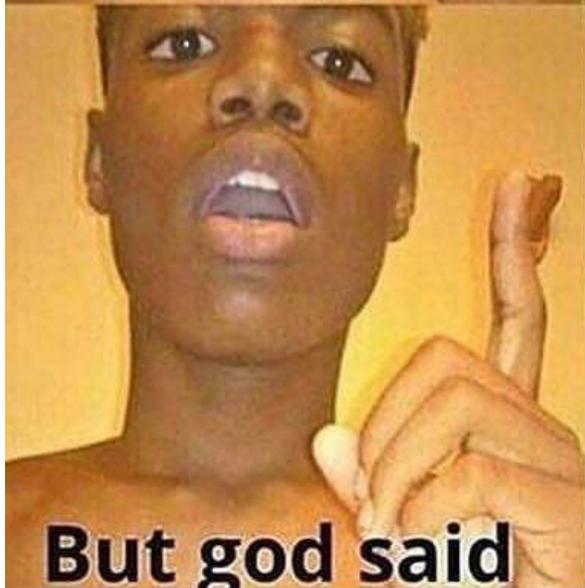
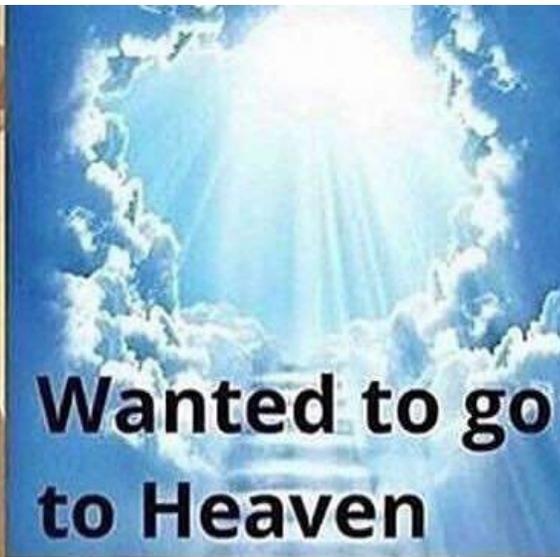
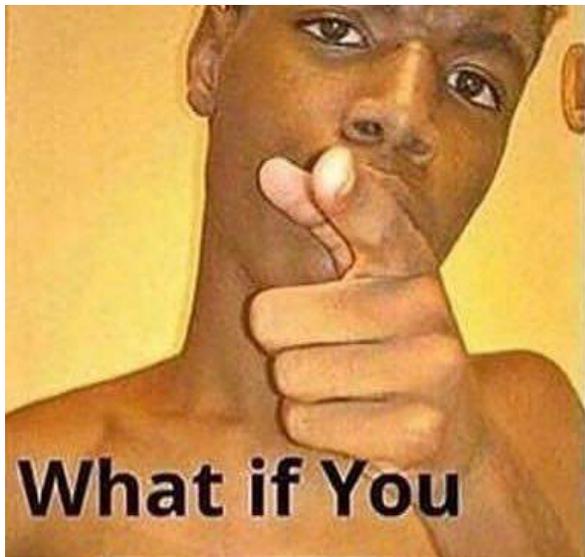
Things that I will be doing over the next two weeks:

- Sorting out some QFS (Queen's Financial Services) stuff with Jinho
- Moving all our affiliated group balances to the Bank of EngSoc
- Determining Financial Resource Officer roles for second semester
- Meeting with my lower, Salma
- Working on transition manual!!

Reminders/Events:

- Any sales and stuff, make sure you let me or the finance team know as far in advance as possible, at least a week ideally
- Finance team hiring will be happening in a few weeks!

Liam Cregg, Director of Finance



**First a
word from
our sponsor
Raid Shadow
legends**

First Year – Nick Neokleous
firstyear@engsoc.queensu.ca

Greetings Earthlings,

Things that I did over the last two weeks (+Reading break):

- Said hello to new DoFY (“Hi Rein.”)
 - o Finished my transition manual/personal memoir
 - o Set up a meeting time/had a meeting at this point.

- Kind of just watching from a distance as year exec absolutely astounds me (I'll let them give their update)
- Meeting with my team and encouraging them to polish off their transition manuals
- Physics cookies!
 - o Handed out physics timbits to J-Section
- Elected a J-Section Rep (shoutout to Sylvie my FYPCO <3 it's not nepotism, it's democracy)
- Binge watched "The Circle" and started watching "Love is Blind."

Things I will be doing over the next two weeks:

- Starting to transition new DoFY
- Helping first year exec when and where needed 😊
- Meeting with my team, ensuring transitions get completed
- Starting to dig a little deeper into the feasibility of a second jacket slam.
- Watching more reality TV

Reminders:

- There are lots of ways for people to get involved with O-Week beyond being a FREC, OTIS, Water Team, NEWTs, FYNIRs, and applying to be a plant next year. If you know any first years who didn't get FREC, encourage them to still get involved in something O-Week related, they all have so much to offer!
- Live ur life the way u want 2

Zeep Zorp,

Nick Neokleous

Sci '23 when Sci '24
inevitably asks about the
pole



Figure 1: A meme ahead of its time.

Human Resources – Bethany Viray

hr@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the last two weeks:

- Finished my transition manual and handed it off to my lower Craig
- Continue working Bella to plan her yoga night
- Continuing working with Abbey, Lily, and Kaija to develop newer training related to Mental Health, Anti-Oppression, and Accessibility
- Working with Emily and Annie to explore other potential training modules related to approachability, marketing/advertising, and time management in leadership positions
- Hiring training and other winter hiring stuff
- Getting ready to transition Craig

Things that I will be doing over the next two weeks:

- Continue developing training for the winter training conference
- Continue helping Bella with her campaign
- More winter hiring stuff
- Transitioning Craig into the wonderful world of HR

I just wanted to give huge congratulations to the incoming ED Team. You are all going to do such an amazing job this coming year and I'm excited to see the impact you'll have on the Engineering Society. I guarantee this experience will be rewarding in so many ways.

Cheers,
Bethany Viray



This picture kind of sucks, but I was in Chicago for reading week and went to the largest Starbucks in the world (it has 5 floors)

Information Technology – Andrew Farley
doit@engsoc.queensu.ca

Hakuna Matata Council,

Things that I've been doing over the break:

- Finishing up server transition
- Congratulations to Alex for getting hired as DoIT, I'm getting prepared to transition him
- ITOps is still fixing some more issues with dash
- ESSDev is working away at their projects

Things that I will be doing over the next two weeks:

- Transitioning Alex, teaching him the technical side of the role
- Wrapping up server transition
- Ensuring ESSDev is ready to wrap up

I'm your guy for any tech questions, does not need to be EngSoc related at all. Hit me with anything including advice for how to start programming or advice on different personal projects.

Pitter Patter,

Ya Boi Farley



Internal Affairs – Ben Zarichny

iaffairs@engsoc.queensu.ca

Hey Council

Things I've been up to the past 2 weeks:

- Updating my budget after elections finished
- Distributing the work I can't complete due to being incoming VP-ops (very grateful for the help!)

- Zaid and Alex are taking on the awards revamp, I'm still giving my input though
- Zaid and Christina are helping with banquet
- Transitioning Thomas! Helped him learn to make an agenda and newsletter
- Printing new placards (very exciting, you don't even know how exciting)

Things I'll be doing over the next two weeks

- Banquet planning
- Booking rooms for year exec elections later in march, meeting with elections committee maybe to plan marketing
- Transitioning Thomas more
- Getting ready for AGM



Dog and DoG

Professional Development – Liam Hough

pd@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past 2 weeks:

- Alumni Relations team has run the first Alumni Discipline Brunch and Clark Hall Pub Alumni Social
- Planning workshops for the next month
- Finishing touches on consulting week
- Starting to transition Varnikaa!
- Snowboarding a lot and eating good!

Things that I will be doing over the next two weeks:

- Running the next workshops to come
- Confirming all details for Consulting Week and advertising for it!
- Getting feedback from our two alumni events
- Continue to transition!

Stay tuned to PD Connects and our social media for more info regarding our coming events!

Looking forward to seeing you there!!

Stay professional and let me know if you need help finding jobs!!

Liam Hough – DoPD

Shown below, reading week consisted of watch Bon Appetit Test Kitchen videos, eating AMAZING, and snowboarding my heart out!



Services – Sarah Hatherly
services@engsoc.queensu.ca

howdy council!

Things that I've been doing for the past few weeks:

- Finished transition manual
- Service managers appreciation event
- Helped Science Quest throughout hiring process
- Head manager collective meeting
- Marketing manager collective meeting
- Static meetings with all head managers, as well as Jinho

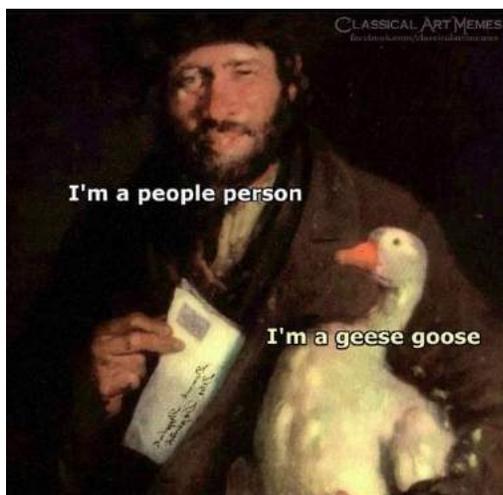
Things that I will be doing over the next few weeks:

- Transitioning Andrew
- Will continue looking into guidelines and recommendations for managers document, the demerit point system, and online training.
- Lots of statics

A huge congratulations to Andrew for becoming the incoming Director of Services! <3

As always, events are happening! Check out the weekly Clark events like Trivia and Ritual! See the services' social media accounts for details on any upcoming events ☺

cheers,
sarah



Social Issues – Abbey Ford-King

dosi@engsoc.queensu.ca

Hello Council,

Hope you had a great break!

Things that I've been doing since last council:

- Sexual violence and equity policy
- Equity training
- Bursaries
- Wellness centre development and planning
- FYPCO project

Things that I will be doing over the next two weeks:

- Equity team meetings
- More equity team campaigns→
 - Awareness campaigns
 - Tree planting!
 - Mental health booth
 - Discipline surveys
- More wellness centre stuff
- Transitioning Julia!!!! <3

Best,

Abbey

When it's reading break and you've been napping all day instead of studying and then you finally wake up

