



UNIVERSITY OF WATERLOO ENGINEERING SOCIETY 'A'

MEETING #3 –WINTER 2018 ENGENDA

Date: Wednesday February 28th, 2018

[D] = Decision (Will Require Vote)

Location: E5 3101

[I] = Information (No Vote Required)

Speaker: Andrew Dawson

1. Call to Order

2. Godiva's Hymn

3. Academic Rep Information Segment

4. [D] Approval of the Engenda

5. [D] Approval of Minutes

6. Executive Reports (Appendix A)

- 6.1. [I] President – Abdullah Barakat (president.a@engsoc.uwaterloo.ca)
- 6.2. [I] VP Student Life – Mariko Shimoda (vpstudentlife.a@engsoc.uwaterloo.ca)
- 6.3. [I] VP Academic – Patricia Duong (vpacademic.a@engsoc.uwaterloo.ca)
- 6.4. [I] VP Operations and Finance – Michael Beauchemin (vpfinance.a@engsoc.uwaterloo.ca)
- 6.5. [I] VP Communications – Céline O'Neil (vpcomm.a@engsoc.uwaterloo.ca)

7. Open Floor Discussion

8. Business

- 8.1. [D] Let's Confer About Those Who Will Confer [Delegate Selection Committee W18] (Appendix B)
- 8.2. [D] Management Fam... A Family Biz (Appendix C)

9. Director Updates

10. Affiliate Reports

- 10.1. [I] WEEF – Sarah McCurdy (weef@uwaterloo.ca)
- 10.2. [I] The Iron Warrior (iwarrior@uwaterloo.ca)
- 10.3. [I] Senate – Grant Mitchell (gwmitche@edu.uwaterloo.ca)
- 10.4. [I] FEDS Councillors
- 10.5. [I] EngFOC – Lexawn Normacumming (engfoc@uwaterloo.ca)
- 10.6. [I] MATES – Simon Grigg (mentalhealth.a@engsoc.uwaterloo.ca)
- 10.7. [I] GradComm (uwgradcomm@gmail.com)
- 10.8. [I] Other

11. Varia

12. Adjournment

APPENDIX A

President – Abdullah Barakat

president.a@engsoc.uwaterloo.ca

Executive Update

Hey friends, hope you all had a great reading week! Here is what I've been working on since we last met:

- I've been working with the accessibility office and our Faculty Space Manager (Karen Dubois) to discuss accessibility concerns with RCH, currently looking at quotes, we've run into a few complications with plant ops.
- The Faculty Survey results are in, we had 1275 responses, which is over 4x more than the last survey that was sent out in 2010! I'll share them with council once they become public.
- With the help of Mary Robinson, I have created a report on how to better utilizing student space, and we based on recommendations from the Faculty Space Manager, we will be seeking funding for potential improvements.
- Leadership award applications are now closed, and we will be meeting in the coming weeks to decide on a winner for the award.
- Congratulations to Mariko and the rest of the incoming Exec! I will start to work out times for transition with Mariko soon 😊

Goals Update

Thinking Forward

	Revamp All Existing Governing Documents – Completed!
	Creating Transition Documents for EngSoc Business Manager – Started having weekly meetings with Mary to work on this document.
	Create E7 Transition Plan for RidgidWare and C&D – Met with the IDEAS Clinic and SSDC reps to discuss the operation of RidgidWare in E7.

Miscellaneous

	Run a Mental Health Fee Referendum – No longer necessary!
	Revamp EngSoc Website – Since October, the amazing website team has been working hard to create a new EngSoc website that is more intuitive to use and with more relevant content.
	Promote POETS as a Study Space Once per Week – Every Tuesday starting at 6:30 pm, POETS will be converted into a study space that is open to all students. Make sure you tell your classes!

VP Student Life - Mariko Shimoda

vpstudentlife.a@engsoc.uwaterloo.ca

Executive Update

My updates:

- Literally not much has happened cause hell week and reading week idk what you want from me

Goals Update

Event Promotion

More Posters! – <i>Ensure Posters for All Events Are Made Early Enough to Advertise</i> <ul style="list-style-type: none">• Making sure all posters for March have been made
Modernize Event Sales – <i>Sell Tickets for Two Events Online Through Square</i> <ul style="list-style-type: none">• Planning on selling tickets for semi-formal and Engplay online• Has been cleared with Mary and Michael

Feedback

Event Feedback – <i>Implement Standardized Event Feedback Forms</i> <ul style="list-style-type: none">• Feedback forms have been sent out for ski trip, tubing trip, and ERTTWAK
Director Feedback – <i>Gather Feedback From Directors on the Director Experience</i> <ul style="list-style-type: none">• A director feedback form is being developed

Miscellaneous

Transition Docs – <i>Update/Create All VPSL Transition Documents</i> <ul style="list-style-type: none">• Meetings have been booked for January directorships
Environmentally Sustainable – <i>Increase the Society's Effort to be Environmentally Sustainable</i> <ul style="list-style-type: none">• Looking into getting help from FEDs on purchasing more sustainably• Unfortunately compost doesn't run in Winter :(• Looking for something else to do... let me know if you have ideas!!
Inclusive Events - <i>Raise Awareness on How to Create an Inclusive Event</i> <ul style="list-style-type: none">• Attended an inclusivity training session by the SSO

VP Academic – Pat Duong

vpacademic.a@engsoc.uwaterloo.ca Office hours: Friday 10:30 am – 12:30

Executive Update

My updates:

- Co-op Fee Deep Dive update with a breakdown of the \$709 into spending categories
<https://uwaterloo.ca/co-operative-education/your-co-op-fee>
- WatPD (Final Report on Recommendations: <https://www.eng.uwaterloo.ca/~watpd>)
- FEDS VP Education is investigating the impact of the ON minimum wage rise on OSAP (due to parental income eligibility) and co-op employment
- The re-evaluation of Orientation Week, Fall Reading Break, and calendar flexibility
- Nation-wide Engineering Education stances on Workload and Mental Health
- Unix Workshop ran well with over 40 people showing up! Shout out to Peter for that!
- Tax Filing Workshop is slated to happen Part 1 (Feb 27) + Part 2 (Mar 20)

Goals Update

Co-op

Co-op Fee Deep-Dive Updates Timeline: Ongoing/Every Council Meeting
<ul style="list-style-type: none">• Follow up with FEDS and CECA and provide updates
New Service: External Employers added to WW Timeline: Before Rankings
<ul style="list-style-type: none">• Advertise during council meeting• Clarify process with CECA

Services

Exam Bank – Website Update Timeline: End of January
<ul style="list-style-type: none">• Add a description; make the Exam Bank less sketchy on the EngSoc website
Exam Bank - Collaboration with Profs
Timeline: End of Term
<ul style="list-style-type: none">• Work with Gordon Stubley (Associate Dean of Teaching) to grow the Exam Bank as a resource
[Council Interest] FYPD Poster Workshop Timeline: Recommend for next year

Miscellaneous

Evaluate if the 2 commissioner structure is worth continuing in the future Timeline: End of Term
<ul style="list-style-type: none">• Collect and document best practices
Investigate potential future collaborations to grow EngFair Timeline: Career Fair
<ul style="list-style-type: none">• Collaborate with the Dean's contacts/network
[Council Interest] Investigate cross-departmental collaboration/course taking Timeline: tbd

VP Operations and Finance - Michael Beauchemin

vpfinance.a@engsoc.uwaterloo.ca

Executive Update

My updates:

- Cheques are now being issued, just waiting on FEDS to give us money
- Fourth Year Fridays continue to occur; invite your cool profs!
- Sponsorship committee is meeting March 10th
- ECIF funding allocations will be happening at the March 20th BoD meeting
- Working on transitioning Michelle into my role – she's looking forward to supplanting me

Goals Update

POETS and BEvERages!

Fourth Year Fridays – <i>Final Hurrah for fourth years</i> <ul style="list-style-type: none">• We are approved and had our first Fourth Year Friday licensed two weeks ago!• Licensing continues on March 2nd and 9th.
Bring Back Warrior Lager – <i>Final Hurrah for fourth years #2</i> <ul style="list-style-type: none">• Warrior Lager, the POETS brew, is BACK and cheaper than other beers

Feedback

VP OF Services Survey – <i>Put out survey to direct VPF A/B focus for the coming terms</i> <ul style="list-style-type: none">• A survey is being developed for Novelties, RW, POETS, Deals, etc.• This has been low priority – I will aim to get it out this weekend• Currently making it
Support Directors More – <i>Based on Feedback from Spring - be more approachable</i> <ul style="list-style-type: none">• Working on it, now that I'm able to be human again it's ok

Miscellaneous

Student Design Teams – <i>Fully Support and inform SDTs about all monies early in term</i> <ul style="list-style-type: none">• Almost done this one, just gotta put posters all over E5
Events in POETS! – <i>Give POETS Managers more responsibility</i> <ul style="list-style-type: none">• Each director is now spearheading an event• Genius Bowl is running this Friday• Let me know if you would be interested in an Unprofessional photoshoot round 2!
Documentation - <i>Have all transition documentation updated by the end of term</i> <ul style="list-style-type: none">• VPOF half-updated, all other hasty update and will update through term. Still working on this

VP Communications - Céline O'Neil

vpcomm.a@engsoc.uwaterloo.ca

Executive Update

- Went to the First-year Integration Conference in Thunder Bay; keep an eye out for updates from delegates.
- ESSCO blood drive has begun! If you donate blood between Feb 17th and April 17th, take a photo to help up compete against other Ontario schools. (Also contact me if you're curious about the patch design competition.)
- National Engineering Month is coming up and the CFES wants to showcase individual engineering students across Canada. Talk to me for a link to the form if you want to participate.

Goals Update

Internal

	Refresh LCD screens – <i>Improve usability and readability of the LCD screens</i>
	Marketing resources – <i>Provide design resource bank for marketing directors</i>
	Increase social media engagement – <i>Work with media and social media directors</i>

External

	Select delegations for all ESSCO and CFES Conferences – <i>Work with Delegate Selection Committee</i> <ul style="list-style-type: none">● Last conference delegation (FYIC) selected!
	Improve conference takeback – <i>Distill information more conveniently for council, faculty, and future VP Comms</i> <ul style="list-style-type: none">● Test-driving Congress summary document for dean's office● Included significant takeback in this update● Working on transition documents
	Engage Waterloo in provincial / national advocacy – <i>Take advantage of inter-school collaboration</i> <ul style="list-style-type: none">● Contributing to ESSCO tuition working group● Mandated CFES investigation into potential mental health research

Miscellaneous

	Create conference transition doc bank – <i>Help Waterloo conference/competition chairs with institutional memory</i>
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Appendix B:

Title	Let's Confer About Those Who Will Confer [Delegate Selection Committee W18]
Mover	Executive
Seconder	
Spirit	To appoint a delegate selection committee for the Spring 2018 and Fall 2018 terms.
WHEREAS	It is the responsibility of the VP Communications to select A-Soc's conference delegations.
AND WHEREAS	A delegate selection committee reduces the potential bias in selecting conference delegations.
AND WHEREAS	Council appointed a committee last term and it worked well.
BIRT:	A committee made up of the A-Society VP Communications and two members-at-large be formed to select delegates for the conferences in these coming terms.
BIFRT:	Each member of the committee shall hold only one vote.

APPENDIX C:

Title	Management Fam... A Family Biz
Mover	Management 2022
Seconder	
Spirit	To manage EngSoc Execs
WHEREAS	Management 2022 wants to learn how to manage things (👉👈)
AND WHEREAS	Our music vid is SUPER HEAT (and yours is not lol get rekt)
AND WHEREAS	https://www.youtube.com/watch?v=Zw6UpeFCeN0&feature=youtu.be
BIRT:	The EngSoc Winter 2018 execs be mandated to pause for 5 seconds and then shout "Too legit" whenever a form of the word "manage" is mentioned
BIFRT:	Examples of a form of the word "manage" include all tenses of the words: manage, management, managerial, maneggiare (Italian), manege (French), comanage, manageability, manageable, manageably, managerial, managership, micromanage, mismanage, non-management, overmanage, sub-manager, unmanageable and other forms using suitable prefixes and suffixes
BIFFR:	Failure to comply with this mandate will result in the offending execs giving each Management Eng rep in the room a hug and a small loan of one million dollars (the small loan is fake news though, so don't worry if you're suffering from bad trade deals and can't pass any bills)

Acronym Bingo

C&D - Coffee and Donut Shop	POETS – Piss on Everything Tomorrow’s Saturday	GradComm – Graduation Committee	CFO – Chief Feedback Officer	FEDS - Federation of Students
BOT/MOT/EOT – Beginning/Middle/End of Term	ESSCO - Engineering Student Societies’ Council of Ontario	WEEF - Waterloo Engineering Endowment Foundation	FOC - Federation Orientation Committee	CRO – Chief Returning Officer
ECIF – Engineering Capital Improvement Fund	EWB – Engineers Without Borders	WEC/OEC/CEC - Waterloo/Ontario/Canadian Engineering Competition	MATES – Mentor Assistance Through Education & Support	SFF – Sandford Fleming Fund
IST – Information Systems & Technology	P&P - Paul & Paula Plummer Awards	WiE - Women in Engineering	IRS - Iron Ring Stag	IRC - Iron Ring Ceremony
JAGM - Joint Annual General Meeting	CFES – Canadian Federation of Engineering Students	FY(EL)C - First Year (Engineering Leadership) Conference	SLR/WLR - Summer/Winter Leader Retreat	P**5 - Paul & Paula Plummer Participation Points