

# Council Meeting #1

## E7 3353 | September 19, 2018 | 5:30 pm

[D] = **Decision** (requires a vote); [I] = **Information** (does not require a vote)

Item	Presenter/Mover	Action
<b>1.0 Welcome/Call to Order</b>		D
<b>2.0 Land Acknowledgement</b>		
<b>3.0 Godiva's Hymn</b>		
<b>4.0 Approval of Minutes</b>		D
<b>5.0 Approval of Engenda</b>		D
<b>6.0 Executive Updates</b>		
6.1 President	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	I
6.2 VP Finance	Michelle Teplitski (vpfinance.a@engsoc.uwaterloo.ca)	I
6.3 VP Academic	Thomas Dedinsky (vpacademic.a@engsoc.uwaterloo.ca)	I
6.4 VP Student Life	Emma Swarney (vpstudentlife.a@engsoc.uwaterloo.ca)	I
6.5 VP Communications	Andrew Dawson (vpcomm.a@engsoc.uwaterloo.ca)	I
<b>7.0 Business Arising</b>		
7.1 [B] Jazz Band Policy	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	D
7.2 [C] Peer Counselling Stance	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	D
<b>8.0 New Business</b>		
8.1 [D] Problem Board	Awn Duqoum (a3duqoum@edu.uwaterloo.ca)	D
8.2 [E] Donating is Charityrific	Emma Swarney (vpstudentlife.a@engsoc.uwaterloo.ca)	D
8.3 [F] Approving W18 Actuals	Michelle Teplitski (vpfinance.a@engsoc.uwaterloo.ca)	D
8.4 [G] Approving F18 Budget	Michelle Teplitski (vpfinance.a@engsoc.uwaterloo.ca)	D
8.5 [H] CFO Election F18	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	D
8.6 [I] Suspension of the Rules	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	D
8.7 [J] Friend of the Society Exec Change	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	D
8.8 [K] Friend of the Society Committee	Thomas Dedinsky (vpacademic.a@engsoc.uwaterloo.ca)	
<b>9.0 Affiliate Updates</b>		I
9.1 EngFOC	LexAwn NormaCumming (engfoc@uwaterloo.ca)	I
9.2 FedS Councillors	Mariko Shimoda (president.a@engsoc.uwaterloo.ca)	I
9.3 GradComm	Nikbrina Hilbermeer (UWgradcomm@gmail.com)	I
9.4 Iron Warrior	EIC (iwarrrior@uwaterloo.ca)	I
9.5 MATES	Anastasiya M. (mentalhealth.a@engsoc.uwaterloo.ca)	I
9.6 PEO	Nicolas Abou Sawan / Zach von Massow	I
9.7 Senate	TBD	I
9.8 UWaterloo EngiQueers	Lindsay Glofcheskie (engiqueers@uwaterloo.ca)	I
9.9 WEEF	TBD (weef@uwaterloo.ca)	I
<b>10.0 Varia</b>	HOW MANY DAYS 'TIL IRS?	D
<b>11.0 Adjournment</b>		

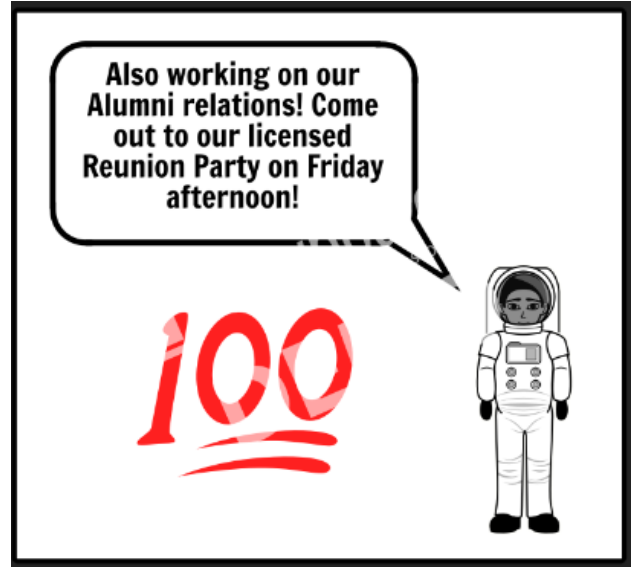
**APPENDIX A: Executive Updates**

President - Mariko Shimoda

[president.a@engsoc.uwaterloo.ca](mailto:president.a@engsoc.uwaterloo.ca)



Hey, it's your Prez Mariko. A big thing I am working on is working on our relationship with CECA to hold more eng specific networking events!



Also working on our Alumni relations! Come out to our licensed Reunion Party on Friday afternoon!

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Lastly, working with our Mental Health comm to prepare the blog, POST secret service, and some surprises for Mental Health week!

## VP Finance - Michelle Teplitski

[vpfinance.a@engsoc.uwaterloo.ca](mailto:vpfinance.a@engsoc.uwaterloo.ca)

What's up dudes this is my update:

Budget	<ul style="list-style-type: none"><li>• It's done! Be sure to check it out</li></ul>
Ridgid...Where? (Ridgidware)	<ul style="list-style-type: none"><li>• RidgidWare is now <b>OPEN</b> at CPH 11:30-1:30 M-F</li><li>• This is the EngSoc-run electronic parts store!</li><li>• Council Opinion: Late hours until the E7 opening?</li><li>• Mary, our business manager, is working really hard to prepare for the move to E7</li></ul>
Spilling NovelTEA(s) (Novelties)	<ul style="list-style-type: none"><li>• We are now <b>OPEN</b> at CPH 11:30-1:30 M-F</li><li>• This is our merch store!</li><li>• We are also opening on Saturday, September 22<sup>nd</sup> for alumni day, hours TBD</li><li>• <b>Coverall Sales: Happening September 26-28 11:30-1:30 in the Orifice!</b></li></ul>
Sponsorship	<ul style="list-style-type: none"><li>• Action: Pick a date for the sponsorship</li><li>• Action: Notify teams about sponsorship ASAP soon, specifically the following:<ul style="list-style-type: none"><li>○ How + where to submit proposals</li><li>○ What they should / should not ask for based on previous sponsorship allocations</li></ul></li><li>• <b>If you have ideas on how to effectively communicate with student teams, let me know!</b></li></ul>
First Year Engagement	<ul style="list-style-type: none"><li>• Calling all first years! If your class would like to run an event (ex. movie night, pizza party, talent show, etc.) let me know!</li><li>• EngSoc staff can help with renting out POETS and other equipment you may need</li><li>• Talk to me if:<ul style="list-style-type: none"><li>○ You would like to book a room other than POETS</li><li>○ You need some funding assistance for your event</li></ul></li></ul>

Feel free to reach out!

My office hours are:

Mondays: 11:30-1:30, Wednesdays: 11:30-1:30

## VP Academic - Thomas Dedinsky

[vpacademic.a@engsoc.uwaterloo.ca](mailto:vpacademic.a@engsoc.uwaterloo.ca)

**Link to all my committee notes throughout the term: <http://bit.ly/F18Notes>**

Besides various meetings, I've been working on two main tasks the last few weeks. First is getting feedback regarding CECA on non-trivial issues. A non-trivial issue is an issue regarding the co-op process that is important to know how to deal with but isn't expressed clearly in an FAQ. One example is when an employer says one salary in the interview but another once you've accepted the job. I went through the CECA survey done in Fall 2017 and compiled a list of quotes/items that are good data for non-trivial issues students are facing and general feedback for CECA. I also met with a few students regarding some of their feedback regarding this, including following up with one who was in contact with Andrew and then Ben. I met with the University's Employment Relations Director on Monday and will be continuing to tackle this issue this term. Going forward, if there is something you would like me to get CECA to address, talk to me in the EngSoc Office in CPH 1327 or email me ([vpacademic.a@engsoc.uwaterloo.ca](mailto:vpacademic.a@engsoc.uwaterloo.ca)).

The other task is regarding Orientation Week and Fall Reading Week. First, I would encourage all of you to vote in the upcoming FEDS Referendum regarding both topics on 3-4 October, and to encourage your friends to do so as well. The SSO office and FEDS control Orientation Week, but the University controls the Fall Reading Week, so showing where students stand regarding both issues to both parties is very important. I had a meeting last term with the SSO office regarding this issue and will be having another one in the next few weeks. Additionally, at the SUC meeting on 11 September, which you can read my minutes using the top link, one big issue is scheduling. Accounting for Orientation being two days and Reading Week being 4+Thanksgiving, some years class starts on 3 September, which means that the main days of Orientation can be as early as 1 September! There will be more discussion of this next council meeting.

Also if you didn't get a chance to come to Resume Critiques last Wednesday, sign up for Resume Rescue! It's our online resume critiquing services powered by students like you! Submit resumes and cover letters at [tinyurl.com/rescuemyresume](http://tinyurl.com/rescuemyresume), or help critique them by signing up at [tinyurl.com/resumerescuesignup](http://tinyurl.com/resumerescuesignup)!

## VP Student Life - Emma Swarney

[vpstudentlife.a@engsoc.uwaterloo.ca](mailto:vpstudentlife.a@engsoc.uwaterloo.ca)

Office hours: Friday 2:30 am – 4:30

### First Year

- FYELC is happening this weekend! If you are or know a first year, tell them to come. We have an awesome day planned. Tickets are on sale in the EngSoc Office (CPH 1327) for \$5.
- Sign up for mentoring, as a mentee or mentor: <https://www.engsoc.uwaterloo.ca/get-involved/first-year/first-year-mentorship-program-sign-ups/>

### Services

- Resume Critiques had a huge turnout. Over 200 people attended and 50+ volunteers signed up to critique. Reno and Natalie did a lovely job
- Professional Photoshoot tomorrow 11-2. Get all fancy for LinkedIn ;)
- UX Workshop tomorrow from 6-7:30pm. Come for pizza and knowledge
- Cover Letter Writing workshop is this Friday in the WEEF lab from 6-8pm
- UNIX & Data Science workshops happening next week

### Events & Outreach

- Speed Dating was an amazing success. It performed 90% better than our average
- Facebook event and had a great turnout. Shout-out to Lucy and Emily!
- RuPaul Drag Race party every other Tuesday 6:30-8:30 in POETS
- Mocktail making next Thursday in POETS at 7. Come see what's shaking
- Come to Stargazing tonight (even if it's *just* for the s'mores)
- Volunteer to teach kids STEM stuff at THEMUSEUM this Sunday, sign-up on FB event

### Data Initiative

- For the past couple months my data directors Robbie, Reed and I have been creating a survey to understand who is and isn't involved with EngSoc and why that is. We're collaborating with the Undergraduate Office as well as Masters' students (and possibly even profs) to help design the survey
- We're currently considering two approaches to the survey; 1, Releasing it via the mailing list and 2, Selecting around a dozen classes at random and having them complete the survey in-class. For similar surveys released via the mailing list have had a response rate of ~2%, where surveys heavily advertised and pushed in-class like course critiques have a response rate of ~60%

- Hotjar and Heap (fun web tools) have been added to the website. For the week or so they've been running we've found:
  - 25% of visitors don't scroll down to see the widgets on the front page
  - When they do calendar is the most popular (47%), followed by Exam Bank (31%) then Student Deals (16%). \*
  - Mental Health and Mailing List have little interaction. \*
  - In terms of mouse movements, most people hover over resources. Of the resources tab, there is a bunch of mouses hovering over the workshops tab. \*
  - Written by Robbie Lowles [props to Robbie, he's seriously the best]

## VP Communications - Andrew Dawson

vpcomm.a@engsoc.uwaterloo.ca

Please contact me if you would like more information on any of the following.

### External Organizations and Conferences

#### Conferences

#### Recent Conferences:

- ESSCO Annual General Meeting (AGM)- July, 2018 at York University
- ESSCO Presidents Meeting (PM)- September 14-16, 2018 at University of Windsor

If you have questions about what happened at either of these conferences, feel free to contact me

#### Upcoming Conferences:

- CFES PM (Canadian Federation of Engineering Students Presidents Meeting)- September
- PEO-SC (Professional Engineers Ontario- Student Conference)- November 2-4, 2018 at University of Ontario Institute of Technology
- CDE- Conference on Diversity in Engineering- November 9-11, 2018 at Ryerson University

Applications for PEO-SC and CDE will be open later this week, available on the website and Facebook page. Anyone is encouraged to apply.

### ESSCO & CFES News

Acronym Clarification: ESSCO- Engineering Student Societies Council of Ontario, CFES- Canadian Federation of Engineering Students

- ESSCO recently formed a Memorandum of Understanding with OSPE (Ontario Society of Professional Engineers). This partnership has resulted in collaboration on surveys,

advocacy and financial resources, bolstering ESSCO's ability to support its members and advocate for larger issues.

- ESSCO has been releasing surveys to collect data for reporting and initiatives. The Co-op and Tuition Survey is currently available and accepting responses until October 15<sup>th</sup>. Please go to this link to fill out the survey: <https://bit.ly/2x3taVx> . Share with your classes!
- Inter-school sports events are being organized throughout the year for ESSCO participating schools. Signups are currently available for an ESSCO soccer tournament being held in Oakville on September 29<sup>th</sup> and 30<sup>th</sup>. 1-2 Teams of 11 are permitted per school, contact me if you are interested in signing up.
- Various ESSCO organizational changes have been happening in terms of public resources and financial stability. Talk to me if you're interested in learning more or taking on external directorships. Special thanks to Michelle for helping submit Waterloo's library of patches to their online patch database.
- CFES has a number of new upcoming issues and initiatives coming up for discussion and votes at PM in a few weeks. These include the appointment of a new representative for international relations, Official stance on diversity in engineering, logistics related issues and topics and other topics.

#### Internal and Professional Organizations

##### Internal

- Advertising portfolio general notes + we would like consistent feedback
- "Spirit Squad" initiative

##### PEO

- The PEO Grand River Chapter is offering scholarships for first year engineering students. Applications are available on the website
- Various upcoming student volunteer opportunities will be available
- PEO offers a student membership program

##### OSPE

- I will be looking into the development of a new student correspondent position relating to MOU, stay tuned for that
- OSPE offers a student membership program

**APPENDIX B**

Motion:	Jazz Band Policy
Mover:	Executive
Seconder:	
Spirit:	To include UW Eng Jazz Band, “With Respect To Time” in EngSoc’s governing documents
Whereas:	They’re a Great Band™ and we should support them
And Whereas:	The Engineering Society ‘B’ adopted this policy change in Spring 2018, and the Engineering Society ‘A’ must also adopt it for it to enter into force.
BIRT:	<p>The Policy Manual be amended as follows:</p> <p><u>Section C: With Respect To Time</u></p> <ol style="list-style-type: none"> <li>1. General             <ol style="list-style-type: none"> <li>a. With Respect to Time is now and will continue to be a Society Organization</li> <li>b. Decisions and Operations of With Respect to Time will be determined by the Conductor and Administrator</li> <li>c. The Conductor and Administrator are accountable to the Society Executive</li> </ol> </li> <li>2. Finances             <ol style="list-style-type: none"> <li>a. With Respect to Time will request funding from the On-Term VP Finance</li> <li>b. The On-Term VP Finance will manage all finances of With Respect to Time through the termly budget</li> <li>c. If With Respect To Time requests financial assistance from the Society, it shall not reasonably be refused</li> </ol> </li> </ol> <p>And all sections renumbered accordingly</p>

**APPENDIX C**

Motion:	Peer Counselling Stance
Mover:	Executive
Seconder:	
Spirit:	To provide support to peer counselling and support services on campus
Whereas:	Groups like GLOW, The Women’s Centre, and MATES provide peer counselling and peer support services
And Whereas:	Due to the sensitive nature of these services it is sometimes difficult to operate or expand them.



And Whereas:	Peer support is beneficial to students <a href="https://journals.mcmaster.ca/meducator/article/viewFile/791/758">https://journals.mcmaster.ca/meducator/article/viewFile/791/758</a>
And Whereas:	Many bodies on campus that affect these services value the opinions of engineering students
And Whereas:	The Engineering Society 'B' adopted this stance in Spring 2018, and the Engineering Society 'A' must also adopt it for it to enter into force.
BIRT:	The Engineering Society 'A' adopt the stance: "The University of Waterloo should strive to grow and support peer counselling services."

**APPENDIX D**

Motion:	Problem Posting Board
Mover:	Tron 19
Seconder:	
Spirit:	To create a method for students to explore industry problems and connect with industry partners
Whereas:	Students have often worked with industry partners to complete their FYDPs and by doing so have helped the University gain stronger ties with industry
And Whereas:	There currently does not exist an easy way for students to find industry problems/partners for FYDP and other projects
And Whereas:	Non-Technical/Non-industry people currently do not have a way to propose good ideas to students
BIRT:	The VP Academic be mandated to explore the validity of this idea and the feasibility of its implementation
BIFRT:	The following students be appointed to form an ad hoc consultation committee to help the VP Academic in their exploration of this idea: 1. _____ 2. _____ 3. _____ 4. _____
BIFFRT:	The VP Academic presents their findings before the last meeting of Council this term (Fall 2018)

**APPENDIX E**

Motion:	Donating is Charitryific
Mover:	Executive
Seconder:	

Spirit:	We raise money quite often
Whereas:	We need to give that money to someone
And Whereas:	We need to choose who that someone is
BIRT:	Council should be empowered to choose where your money goes!
BIFRT:	Council chooses _____ as EngSoc's primary charity for the 2018/2019 year

#### APPENDIX F

Motion:	Actually... Actuals [Approving W18 Actuals]
Mover:	Executive
Secunder:	
Spirit:	To adopt the operating actuals for the Winter 2018 term.
Whereas:	The former VP Operations and Finance has completed Actuals based on spending and income
And Whereas:	The Society must approve the actuals in order for them to be kept as legal records
BIRT:	The Winter 2018 Actuals be approved as presented.

#### APPENDIX G

Motion:	B is for Budget [Budget F18]
Mover:	Executive
Secunder:	
Spirit:	To adopt an operating budget for the Fall 2018 term.
Whereas:	The VP Finance has written a budget based on requests and consultation with all relevant parties, including directors, the business manager, etc.
And Whereas:	The Society must operate with a budget each term.
BIRT:	The Fall 2018 budget be approved as presented

#### APPENDIX H

Motion:	CFO Election F18
Mover:	Executive
Secunder:	
Spirit:	To elect a Chief Feedback Officer (CFO) per the new feedback plan, to collect feedback for the executive and commissioners throughout the term
Whereas:	Receiving feedback is instrumental in informing the executive and commissioners for their future decisions
And Whereas:	Receiving impartial feedback early and often will ensure the best chance of success for the executive and commissioner team this term.
BIRT:	_____ be appointed to act as the CFO for A-Society in Fall 2018

## APPENDIX I

Motion:	Suspension of the Rules
Mover:	Executive
Secunder:	
Spirit:	To make the VP SL's life easier and allocate exec time resources effectively for Fall 2018
Whereas:	The motion following this requires a suspension of the rules (this motion requiring a 2/3 majority to pass) to take effect
And Whereas:	This is just a procedural thing that will allow us to do the next motion only
And Whereas:	Suspending the rules is a valuable tool for such situations as following the rules is inconvenient or impossible
BIRT:	That Council Suspends the Rules with respect to the Policy Manual, Section I, and allow the next motion, Friend of the Society Exec Change to pass for the duration of the Fall 2018 term

## APPENDIX J

Motion:	Friend of the Society Exec Change
Mover:	Executive
Secunder:	
Spirit:	To allocate executive time resources effectively for Fall 2018
Whereas:	The text of the Friend of the Society Award calls for the VP Student Life to preside over the selection committee
And Whereas:	The VP Student Life is incredibly busy this term.
And Whereas:	The VP Academic is a really friendly guy who wants to help out.
BIRT:	The Friend of the Society award committee be presided over by the VP Academic for the Fall 2018 term

## APPENDIX K

Motion:	Friend of the Society Committee
Mover:	Executive
Secunder:	
Spirit:	To appoint a committee for selection of this term's friend of the society award winner per the decision of the Joint Societies
Whereas:	At large members are needed for a committee and Council is great at filling committees

And Whereas:	Professors and staff who go above and beyond for student mental health deserve recognition
BIRT:	The following members be chosen to form the at-large membership of the Fall 2018 Friend of the Society selection committee: 1. _____ 2. _____ 3. _____