

Council Meeting #5

Remote | March 18th-19th, 2020

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

Item	Presenter/Mover	Action
1.0 Welcome/Call to Order		
2.0 Land Acknowledgement		
3.0 Godiva's Hymn		
4.0 Approval of the Minutes [B]		D
5.0 Approval of Engenda [C]		D
6.0 Director Updates		I
7.0 [A] Executive Goals & Updates		
7.1 President	Delainey Lindstrom-Humphries (president.a@engsoc.uwaterloo.ca)	I
7.2 VP Finance	Lindsay Glofcheskie (vpfinance.a@engsoc.uwaterloo.ca)	I
7.3 VP Academic	Amanda Morin (vpacademic.a@engsoc.uwaterloo.ca)	I
7.4 VP Student Life	Olamide Olatunbosun (vpstudentlife.a@engsoc.uwaterloo.ca)	I
7.5 VP Communications	Andrew Dickson (vpcomm.a@engsoc.uwaterloo.ca)	I
8.0 New Business		
8.1 [D] ECIF Ratification	Lindsay Glofcheskie (vpfinance.a@engsoc.uwaterloo.ca)	D
8.2 [E] Commissioner Ratification	Delainey L.-H. (president.a@engsoc.uwaterloo.ca)	D
8.3 [F] Make Some Noise	Chem 21	D
9.0 Award Winners		
10.0 Affiliate Updates		
10.1 Eng O-Team	Roxane, Kris, Tony, Kelsey (engoteam@uwaterloo.ca)	I
10.2 WUSA Councillors	fb.me/WUSAEngineering	I
10.3 Senate	Jason Small (jason.small@edu.waterloo.ca)	I
10.4 GradComm	uwgradcomm@gmail.com	I
11.0 Varia	HOW MANY DAYS 'TIL IRS?	I

Appendix A: Executive Updates

President - Delainey Lindstrom-Humphries

president.a@engsoc.uwaterloo.ca

Executive Update

What a wild time to be alive folks

- Responding to COVID-19 changes -> everything has been very busy
 - Reached out to Associate Dean Undergraduate, AccessAbility Services, Co-op, and counselling services to see how they are planning to handle the situation and offering the student voice in the conversation
 - A lot of events have now been cancelled for safety and health reasons
 - If you have any questions or concerns please reach out
 - I encourage you all to practice social distancing at this time
 - Reach out and check in on your friends and please encourage the rest of your class do the same
- Getting ready for JAGM! Save March 29th in your calendars! 10am hoping to see you there!
 - Currently working on a plan to make this more accessible online
 - If you plan to attend or would like to proxy fill out this form: bit.ly/JAGM2020Registration
 - Using registration as a way to keep all attendees informed and up to date on changes, please share with your class! Everyone has a vote
- SCUNT still going strong!
 - Our very own speaker Peter Dye has won the first purple hardhat!
 - Online collections will be continuing but not in person collections
 - This week has no classes so why not do SCUNT instead: bit.ly/W20SCUNT
- Other things I am doing: Board of Directors, WEEF, working on Memorandum of Understanding between all of the Societies, meeting with committees, working on relationship with WUSA, receiving news - responding to news - adapting
- Directorship applications are opening at the end of this week!
- Thank you for being such a good council, I will miss you all. I know that things are a bit uncertain right now but I wish nothing but good things for whatever adventure you take on next

Goals Update

W20 Goals	
	Encourage Sense of Community within Engineering - SCUNT has been happening all term and we have had pretty good participation. I am calling this a win and am very thankful for the wonderful directors that made this happen
	Develop Fee Payment Verification Plan - We were using the fee verification system all

	term. Reached out about a couple aspects of the WatCard scanner system that could be improved so that is a work in progress but overall good first term using it in full capacity. If you are interested in reading my report on how my team was implementing the scanners please reach out
	Investigates Sustainable Changes to EngSoc Spaces - This changed direction a bit and over co-op I will be working on a guide for implementing sustainable practices into event planning for all of our Directors
	Mental Health Advocacy - Have collected feedback and will compile it and talk with Wellness coordinators about it's outcome
	Organize Documentation & Develop Improved Transition Plan - This is still happening! New transition docs shall be seen before the end of the term
	Improve Feedback - not as much done here as I would like but hoping to learn from feedback today

VP Finance – Glof

vpfinance.a@engsoc.uwaterloo.ca

Executive Update

- Novelties:
 - There's some things being ordered
 - I have no idea when they're coming in because the current state of the world
 - I will tell you when things arrive
 - I promise
 - I'm going to do my best to open Novelties at least once more this term so that 4th years can come in and have their last chance at swag
 - Coveralls
 - They're probably coming in
 - Looking into mailing
 - That could cost us more than we can afford though
- ECIF:
 - It's been allocated!
 - Please approve it!
- Chairs:
 - Physical interactions with campus have almost completely stopped so ͇_(ツ)_͇
 - I promise these will happen..
 - Eventually
- Refunds:
 - Refunding events that haven't happened yet
 - Semi
 - Mac eng musical

- The refunds should already have happened?
- I apologize but the budget is going to be whacky for a little bit
 - I'm doing my best to keep it minimally whacky but there's only so much I can do

Goals Update

Category 1	
	novelties! - Things have been ordered, the insta is getting traction, more things have been ordered
	Novelties - underway super secret
	Fixed costs - I have a motion going to JAGM, we'll see how that shakes out (if it doesn't pass this goal is going back to orange but there's not much more I can do on this now)

VP Academic – Amanda Morin

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Executive Update

So.... It's been busy folks

- COVID-19 response - reaching out to Associate Dean Undergraduate, AccessAbility Services, Co-op, and counselling services to get information and trying to increase student feedback
 - Coordinating with Academic Reps on this - keeping them informed + knowledgeable about the shift to online classes + other changes on campus / coop
 - Feel free to reach out to me or your academic reps concerning any questions or concerns!
- Chose the Teaching Excellence Award winner - Anne Allen!
 - She is a lab instructor for many Civil and Geo labs, and gave students the ability to learn through hands-on labs, friendly instruction, and an openness to questions!
- Course Critiques are still happening this term! Please fill them out at <http://evaluate.uwaterloo.ca/>
- Met with WatPD
 - They're looking at including more reflective questions at the end of PD courses
 - These questions would allow students to look at personal and professional goals
 - They also want to help students make better decisions on which PD courses to take - might add a question for that in the mandatory courses
- Had a meeting of Senate Undergraduate Council

- They added some new scholarships!
- Check them out at <https://uwaterloo.ca/student-awards-financial-aid/awards/database>
- Met with a rep from the Center for Career Action about resume critiques
 - We are looking into how to increase CCA's understanding of specific domain knowledge (ie, how to talk about engineering technologies and tools on your resume)
 - We are also looking into getting brief training on how to critique resumes for volunteers at resume critiques or resume rescue (ie, how to give information without overloading students)
- Met with the Academic Reps about common issues and feedback methods
 - Common issues included:
 - Lack of training for first time profs (how to use learn, clear lectures, good exam formats)
 - Lack of rubric/guidelines for course projects or lab reports
 - An "it be like that" mentality, where because something was tough on upper years, it should continue to be a problem
 - Lack of communication between profs in a chain of courses (ie, Calc 1 might have missed a lecture, but Calc 2 prof didn't know)
 - Lack of time to find FYDP groups with similar interests - not just friends
- Thanks for reading through my many updates, and as always, I'd love to hear your feedback, thoughts, concerns or questions! In the coming days, with all of the changes, don't hesitate to contact your academic reps with any concerns about your classes, professors are doing the best they can, but they are always able to miss something. So give feedback, and be understanding with everyone as we work to make this term as effective as possible. Finally, take care of yourselves and your friends, try to make time for fun activities (cooking?? face masks?? video games?? reading.... a book???), and be kind to everyone doing their best in these changing times :)

Goals Update

W20 Goals	
	Increase Communication with Reps - Met with the reps twice, gathered lots of feedback to help inform goals for next term! Also working with them more closely during the shift to online classes, will continue to gather feedback and spread information through that connection.
	Show our awesome advocacy - Posted a couple of times, but want to do more. Will look into a consistent format over coop so it can be done more quickly next term!
	Improving off campus interviewing experience - Have had a couple of meetings and will continue looking into it. Got put on the back-burner for now, can hopefully look back into it next term.
	Low Hanging Fruit Survey - It exists, and will be on the website by the end of term!

VP Student Life - Olamide Olatunbosun

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Executive Update

- Events
 - So....COVID-19 kinda messed us up...BIG TIME. Most of our remaining events have been cancelled, which is extremely unfortunate
 - EngPlay was a great “final event of the term” though!
 - To all the directors, I’m so sorry the term had to end this way and that some of you never got to see your ideas come to fruition
- Friend of the Society Award
 - Winner is Sam Vandekerckhove (MME Wellness Coordinator) !!!!!
 - Won by a landslide; nominations went into great detail on the immense impact he has had on students’ mental health in under a year at UW.
 - A truly deserving winner and lovely human being
- Term Look Back
 - WINTER TERM BE HITTING DIFFERENT!
 - A lot that we couldn’t control (COVID-19, Winter Term Tings, etc...)
 - I think we have a decent grasp on how to handle scanning WatCards, so the Fall term will be much more efficient in that regard
 - Looking to focus on running better quality events rather than sheer quantity
 - Despite everything, this was still a decent term! I fall more and more in love with EngSoc every term, meeting new people, watching them grow in leadership, and becoming a part of the beautiful community
- Class of 2020
 - Whether we were close or not, this class is the reason I am involved in EngSoc. Your leadership inspired me to be in the position I am in today, and I will be eternally grateful. Thank you, and good luck in this next phase of your life!

Goals Update

	Everybody Dance Now! - Solid first term; director Maggie Somers will be on CO-OP in Waterloo, so she will introduce this directorship to B-Soc (GREAT SUCCESS!)
	Event Post-Mortems & Feedback Forms - Receiving Post-Mortem submissions daily as events have essentially wrapped up. Feedback Form showed the potential to work at/after Temporary Tattoo Night, so with a solid plan for the Fall Term, it can be better utilized.
	Workshops - Student Services will not be under my portfolio in the Fall (under VP Academic). Will be working alongside Amanda to develop and execute ideas to get more

	directors and groups willing to run workshops (Design Teams, WUSA Clubs, Grad Students, any other ideas y'all might have)
	All For the Gram - Extremely underwhelming with 0 submissions this whole term. Might try again in the Fall when there's traditionally more hype, but that is to be determined
	We Are All Best Friends - We'll see what happens over the next 8 months
	SECRET PROJECT - For all the 4th Years that are leaving, this is as good a time as ever to let you know what I've been working on. I'm creating a parody mixtape of Chance the Rapper's Coloring Book with a bunch of engineering songs. It's a bit over halfway done; hopeful for completion during CO-OP so I can hope in the studio during the Fall. DM me if you wanna see what I have so far; it finna be LIT!

VP Communications – Andrew Dickson

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Executive Update

Working with Executive, graphics directors, AdComm of past and present to figure out what an effective advertising system will look like

Responding to Outbreak concerns and managing the social media platforms to put out a consistent message with information, but also to provide some relief for students in the form of uplifting things (go follow @subparparks on IG for a nice time)

3A is very hard and I'm trying to pass

Goals Update

Status	Goal	Description
	Employer Relations	Set up and run employer relations directorship to connect with employers and expand the professional reach of EngSoc. -Transition Doc is being written by the current director, - If Bsoc doesn't have one then I will oversee the email and LinkedIn for a while passively, until I can transition to the next director.
	Promotion Posse	Getting this set up for the term to promote what EngSoc does to more members of our community.

		<p>-Ran a couple instances to promote what we do (and weekly events) designed a poster board to help us promote society in future,</p> <p>-board not made due to current events, will be completed before fall for further use.</p>
	EDI directors	<p>Work to expand EDI within the society</p> <p>-Built symbol library to be used in branding</p> <p>-Contacted equity office to encourage the furthering of their inclusive washroom map to include more accessibility information around campus</p> <p>-Helped set up Sensory safe space with more accessible things (like large print instructions on how to use the devices in there)</p>
	Symbol Library	<p>Get an Accessibility symbols library documented by my EDI Directors for the social media team (and knowledge share it so heckin' much with other schools)</p> <p>-Completed, in branding Guidelines, guide for symbols on our poster boards</p> <p>-Symbols available to graphic designers on our Canva</p>
	Member Mondays Student Shoutout	<p>Regularly feature Engineering students who do cool things on our platforms and establish a way to keep doing this to promote the awesome members of our community, all Engineering Undergraduates are part of EngSoc (regular posting on the social medias!)</p> <p>-This was semi successfully executed throughout the term, as a proof of concept I think it worked showing that it can add value to students and community.</p> <p>-Want to make a more solidified schedule for it, and a way for people to submit/nominate peeps. Hoping to have that set up before the fall.</p>
	Instagram Overhaul	<p>Create a how to instagram document for running the instagram (maybe social media in general but instagram is my thing)</p> <p>-Document was not successfully written, sitting with very rough draft</p> <p>-I want to reevaluate this goal and what would be useful (a spark notes style document may be the best way to go) I am</p>

		hoping to work with the incoming AdComm (and other relevant parties to determine this.
	Screens	<p>Make the screens look more aesthetically pleasing, and more useful</p> <p>-Due to the fact that I only got access to the necessary folder on Monday (16th of March) I was not able to have this happen during this term, I am hoping to maybe have something worked out before the next term, but that will depend on my classes for the term.</p>

Appendix B:

Title	Approval of the Minutes
Mover	Executive
Secunder	Off-Term Exec
Spirit	To approve the Minutes from council meeting 4
Whereas	They need to be approved so we can post them on the website and for our records
Be it resolved that	The minutes from council meeting 4 are approved

Appendix C:

Title	Approval of the Engenda
Mover	Executive
Secunder	Off-Term Exec
Spirit	To approve the Engenda for council meeting 5
Whereas	The agenda needs to be approved so we can conduct business related to council meeting 5
Be it resolved that	The Engenda for council meeting 5 is approved

Appendix D:

Title	ECIF Ratification
Mover	Executive
Secunder	
Spirit	Board allocated ECIF money
Whereas	Board allocates money to capital improvement every term
And whereas	These allocations must be approved by council before they can be used
Be it resolved that	The Ecif allocations be accepted as presented in appendix_____

Appendix E:

Title	Comm Along with Us! [Commissioner Ratification]
Mover	Exec
Secunder	
Spirit	We have a new commissioner team and we want to ratify them!
Whereas	A bunch of people applied to be commissioners for the fall 2020 term
And whereas	The exec interviewed every applicant and chose a team!
Be it resolved that	<p>The following people be ratified as the commissioner team for Fall 2020:</p> <p>Speaker: Clarke VandenHoven First Year Commissioner: Jose Montoya Cabrera and Kathrine von Friedl Waterloo Engineering Competition Commissioner: Edward Yang Mental Health Commissioner: Ahmad Kamal Advertising Commissioner: Zoey Zhang Socials and Events Commissioner: Derek Broekhoven and Claire Thompson Student Services Commissioner: Lania Philia Terisno Outreach Commissioner: Andrea Chakma</p>

Appendix F:

Title	MAKE SOME NOISE
Mover	Chem 21
Seconder	
Spirit	We just adopted new animals!
Whereas	We didn't get to hear the dikdik and dikcissel calls last time
And whereas	We would like to hear what they sound like
Be it resolved that	Exec is mandated to send their best audio file of a dikdik and dikcissel call each