



MEETING #2 –SPRING 2017 ENGENDA
WEDNESDAY MAY 31ST, 2017 – RCH 103

- [D] = Decision (Will Require Vote)
[I] = Information (No Vote Required)
1. **Call to Order & Godiva's Hymn**
 2. **[D] Approval of the Engenda**
 3. **[D] Approval of Minutes**
 4. **[I] Executive Updates (Appendix A)**
 - 4.1. [I] President – Abdullah Barakat (president.a@engsoc.uwaterloo.ca)
 - 4.2. [I] VP Communications – Steven Jia (vpcomm.a@engsoc.uwaterloo.ca)
 - 4.3. [I] VP Academic – Patricia Duong (vpacademic.a@engsoc.uwaterloo.ca)
 - 4.4. [I] VP Operations and Finance – Michael Beauchemin (vpfinance.a@engsoc.uwaterloo.ca)
 - 4.5. [I] VP Student Life – Mariko Shimoda (vpstudentlife.a@engsoc.uwaterloo.ca)
 5. **Business**
 - 5.1. [I] Open Floor Discussion
 - 5.2. [D] Pomegranates run this joint! (Appendix B)
 - 5.3. [D] Sponsorship is the Best Kind of Ship (Appendix C)
 - 5.4. [D] Tool is love – Tool is life (Appendix D)
 - 5.5. [D] WaterlooWorks Doesn't (Appendix E)
 - 5.6. [D] Where did my eyes Go? (Appendix F)
 - 5.7. [I] Student Space Discussion
 - 5.8. [I] Director Updates
 6. **[I] Director & Affiliate Reports**
 - 6.1. [I] WEEF – Sarah McCurdy (weef@uwaterloo.ca)
 - 6.2. [I] The Iron Warrior (iwarrior@uwaterloo.ca)
 - 6.3. [I] Senate – Grant Mitchell (gwmitche@edu.uwaterloo.ca)
 - 6.4. [I] FEDS Councillors
 - 6.5. [I] EngFOC – Daniadele LeSauvachtler (engfoc@uwaterloo.ca)
 - 6.6. [I] MATES – Awn Duqoum (mentalhealth.a@engsoc.uwaterloo.ca)
 - 6.7. [I] GradComm - Jeffran Levy-Harvey (uwgradcomm@gmail.com)
 - 6.8. [I] Other.
 7. **Varia**
 - 7.1. How many days 'til IRS?
 8. **Adjournment**

If you have any questions or concerns, please contact
Awn Duqoum (speaker.a@engsoc.uwaterloo.ca)

APPENDIX A – Executive Updates

President- Abdullah Barakat

President.a@engsoc.uwaterloo.ca

Executive Update

Hey Council, hope you're first month of term has been going well! Here are my updates:

- I've been selected to sit on the committee to select the new Dean of Engineering, and we are currently in the process of determining whether or not Pearl will be re-appointed
- I had a meeting with Jill, the VP Internal of FEDS, and we discussed where we see the collaboration between the Societies and FEDS going moving forward, as well as a potential renegotiation of the Societies Agreement
- Rachel Malevich and I have been working on increasing the outreach that EngSoc currently does, and so we've been working with the Eng Outreach to run workshops at some of their events, as well as with the FY Office on Engineering 101 (July 8th)
- Action plans for Orientation Week and welcome letters to all incoming students have been created and sent out!
- The Tool's Birthday Scavenger Hunt is under way! Earn yourself an awesome patch, shirt or even one of the RARE purple hardhats! Participate by going to bit.ly/SCUNT_S17
- I've sat on the Faculty Committee on Student Appeals, the Engineering Faculty Council, The SFF Board of Directors, and the Examinations & Promotions Committee over the past few weeks
- I've been working on the logistics of the Joint Annual General Meeting, happening June 24th at 5 pm in RCH 101

Goals Update

Growing the Society

	Reaching out to Departments – Will be reaching out to Christine Moresoli, in order to determine the best steps forward with this
	Revamping Council – Have been working with Awn to change up the way council operates, and will be changing things as the term goes on
	MATES – Will be working towards advocating for space in Engineering for MATES, as well as creating a succession plan moving forward

Procedures and Documentation

	BOX – Restructured the central documents system for EngSoc, categorizing everything and creating a guideline for where to find all documents
	Transition Documents – Updated all existing transition documents
	FEDS and COPS – Have started working with the FEDS Executive on how to improve the procedures of their council, and the transparency of how they distribute information

Miscellaneous

	Engineering Spirit – Have been working out the logistics of the Tool's Birthday, and Engineering Day, in order to get as many students involved as possible
	Orientation Week – Finished off action plans for O-Week, Rachel and I are working with FOC to determine how EngSoc will be involved in Orientation Week in a greater capacity

VP Communications – Steven Jia

vpcomm.a@engsoc.uwaterloo.ca

Executive Update

Hello Council! Here are my updates:

- Snapchat geofilter design contest: We're currently accepting submissions and will be advertising the contest more to get more submissions.
- PEO: Our termly PEO speaker panel is being held next Tuesday, May 30th from 6-8pm in RCH 302. This is a great opportunity for any student who is interested in pursuing their P.Eng to ask questions and gain insight into different engineering careers.
- Exec update videos: We've been making exec update videos so you can find out what we're doing on weeks when there are no Council meetings. Check them out in the links in my goals section.
- Iron Warrior: I attended their first Board meeting where we passed this term's budget. If you would like to contribute an article to our engineering student newspaper, attend their weekly meetings on Tuesdays at 5:30pm! I am also looking to fill the student-at-large seat on the IW Board (very low commitment), so [email me](#) if you're interested.

Goals Update

Internal Communication

	Communication Survey – All VP Comms from both Societies will be meeting in early June to go over the survey results. Expect to see our report at JAGM!
	Communication Guidelines – These have been revamped, approved by both Societies, and are available on our website under "Documents" --> "Miscellaneous".
	Increase Relevance and Outreach – We've been releasing exec video updates almost every week—check out our first and second ones. Media is continuing to capture footage for the EOT video. Céline will also be updating the outdated layout of our LCD screens. The Snapchat filter contest is currently under way—please encourage your class to submit designs!
	Portal Societies Widget – Still waiting on the Feds VP Internal to give a status update.

Conference Transparency & Take-Back

	Make Conference Delegation Selection Fairer & More Transparent – I've written and submitted a motion for JAGM with approval from all VP Comms.
	Increase Value of Conference Take-Back – Started a basic take-back ideas bank and will be gathering suggestions from other schools at ESSCO AGM. Will also be making another conference video and pushing for some OEC reforms at ESSCO plenary to increase accountability and fee predictability.

Miscellaneous

	Transition Document – The B-Soc VP Comms have a pretty comprehensive transition document already, so I'll be adding to it and making edits.
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VP Academic - Pat Duong

vpacademic.a@engsoc.uwaterloo.ca

Office hours: Fri 11:30am-1:30pm

Executive Update

Hi Council, lots of things still going on this term under my portfolio

- **MHA** – Got something to get off your chest? Post secret anonymously here: <http://bit.ly/PostSecretS17> also if you're interested in being part of the blog <https://medium.com/@UWEngSocMHA>, email Awn/Natasha at engsocmha@gmail.com
- **Exam Bank** – please send old exams to exambank@engsoc.uwaterloo.ca, P^5 points!!!
- **Resume Rescue (Online Critiques)** - want to volunteer as
- **Teaching Awards** – Nominate amazing profs/lecturers/lab instructors <http://bit.ly/TeachingAwardS17>
- **WTS and other acronyms** - Mandatory visit for 2nd last work term, can contact a WTS for a job to ask questions about an employer after an interview
- **WaterlooWorks "B-Soc" Feedback** - Actionable items done since last term! Feedback response page to come. There are still many things to fix: prioritize functionality over UI/UX

Goals Update

WaterlooWorks

	Ensure engineering students have adequate resources for a smooth transition from JM-->WW Timeline: Beginning of term (during first round)
	Collect engineering student feedback using a survey → also include Chrome ext. Timeline: Middle of term (after 1st matching)
	Have a representative from WaterlooWorks attend an EngSoc meeting Timeline: Middle of term (the third or fourth meeting)

Meetings/Initiatives

	Update Council regarding the state of Co-op 2.0 at the end of Winter 2017 → Meeting in June, Flexible Work Term Pilot (F17) + developing Research Certificate Timeline: Meetings #1&2
	Get a Co-op 2.0 representative to answer questions at a council meeting Timeline: Meetings #3 → they RSVPed! 😊
	Academic/Co-op Meetings: Keep Students updated with concerns through a minimum of 1 post per month at https://www.facebook.com/UWEngSocVPA/ Timeline: Ongoing

Miscellaneous

	Teaching Awards: Create a transition document on committee procedures/timelines Timeline: Beginning of June
	Advertise MATES services and support Engineering MATES through advocacy Timeline: Ongoing
	WatPD Survey: Results Summary → if Dean WatPD Survey, last day today!!! Both societies have worked with the faculty in past terms to put together the WatPD Survey. The survey is at http://bit.ly/uwengpd Timeline: before the end of term

VP Operations and Finance - Michael Beauchemin

vpfinance.a@engsoc.uwaterloo.ca

Executive Update

Hi Council!

1 month down, 2 to go; keep on chugging along. First month hasn't been super exciting for us, so I'm going to keep this short:

- Budget stuff has been sent to FEDS and I have started issuing cheques to directors
- Raspberry Pi special order placed through RidgidWare, if you missed it this time, we may be doing another similar order later in the term.
- Expect to see the Director Expense Statement on the Website soon if not already
- Sent new Tool bottle-opening key chain for quote – expect to see it in Novelties in June
- I have been approached by Enterprise Car Share about a possible student deal. If you are interested in one and have ideas, please get in touch with me.
- Sponsorship and ECIF pages on the website have been updated – you can now fill out forms online
- Square is coming to Novelties as soon as we get access to the procurement system again
- We now have 2 RidgidWare directors but we will need more very soon

Goals Update

POETS

Events in POETS – Bar Services went well last week. Last night we had a functional Wii in POETS for games night, and it went well (hopefully)

Student Deals

New Student Deals – Reaching out to local bookstores, local sex shops, local farmers' markets/fresh food opportunities, Bao Sandwich Bar, and Abe and Erb

Sponsorship/ECIF

Website – Updates are coming to the Sponsorship, ECIF, and Novelties pages. ECIF is getting a facelift and new functionality to add price options, Sponsorship is getting a fillable form, and, as a bonus, Novelties is getting a UI update.

Novelties

Competitions – The Novelties directors are opening a patch design contest and are seeking submissions. Last term's winning patch was "I was a non-consensual WaterlooWorks Beta Tester". Submit your design and you could win free patches!

VP Student Life - Mariko Shimoda

vpstudentlife.a@engsoc.uwaterloo.ca

Executive Update

My updates:

- Enghack happened last weekend! Had a really good turnout! People came from UofT, Mac, Harvard, Western!
- Charities is still going every Thursday!
- Stargazing happened, and there is a bonfire this weekend!
- Laser tag is also happening this Sunday!

Goals Update

Event Improvement

■	Environmental Sustainability – Compost is coming to POETS
■	Improving Accessibility – Looking for organizations to reach out to for education on improving event accessibility for students with disabilities
■	Local Partnerships – Bought apples from a local farm for EngHack, ran an EngSoc workshop with Eng Outreach, looking into other local organizations

Director Support

■	Director Feedback – Feedback form in the works
■	Transition Documents – it's going!
■	Event Feedback – Got really great feedback from WEC! Feedback director working on other forms

Miscellaneous

■	Archineering – Planned to invite Architecture to Beach Day and EngPlay!
■	Mary's Birthday Card – Mary got her card!

APPENDIX B

Title	Pomegranates run this joint!		
Mover	Nano 2019	Second	Mech 2018
Spirit	To officially rename Poets Managers to Spomegranates.		
WHEREAS	Pomegranates is an anagram for Poets Manager and Spomegranates is an anagram for Poets Managers.		
AND WHEREAS	It is much more interesting and unclear to those entering POETS, which maintains anonymity.		
BIRT:	That from now on, all documents which reference the POETS Managers be switched to Spomegranates, and reference to individual POETS Managers should be Pomegranates.		
BIFRT:	All executive must refer to the Poets Managers as Pom 1, Pom 2, etc... as is dictated on their pictures in POETS. Neglect to correctly identify the Managers will result in their feelings being hurt.		
BIFFRT:	Pomegranate juice be provided by Executive for Potluck.		
BIFFFRT:	Whenever Spomegranates or Pomegranates are mentioned, the following executive, _____, will shout out PomPom.		

APPENDIX C

Title	Sponsorship is the Best Kind of Ship		
Mover	Executive 'A'	Second	
Spirit	To appoint at-large members of the Spring 2017 Sponsorship Committee		
WHEREAS	A Sponsorship Committee is required to allocate the sponsorship portion of the budget for the spring 2017 term		
BIRT:	<p>The committee membership shall comprise of the following at-large members:</p> <p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p> <p>6) _____</p>		

APPENDIX D

Title	Tool is love – Tool is life		
Mover	Tron 19	Second	
Spirit	To add consistency and better celebrate the Tool!		
WHEREAS	As EngSoc we make a lot of google forms		
AND WHEREAS	The tool is a pretty big deal		
AND WHEREAS	R.I.P Tron 16. You'll always be in our hearts homie		
AND WHEREAS	EngSoc is in possession of some really good photos of the Tool		
BIRT:	The exec be mandated to ensure that all google forms published during the spring 2017 term have a picture of the Tool (or another image showcasing EngSoc's history) as the header image.		
BIFRT:	The exec can make exceptions when necessary but should always consider using a suitable image (as described in the aforementioned clause) first before any other option.		

APPENDIX E

Title	WaterlooWorks Doesn't		
Mover	Tron 19	Second	
Spirit	WaterlooWorks is a fetid blister on the once fine musculature of our esteemed academic institution		
WHEREAS	WaterlooWorks has numerous UI/UX issues (such as being unable to open jobs in new tabs, being unable to upload documents when applying to jobs, horizontal scrolling, etc.).		
AND WHEREAS	Student-made extensions solve many of aforementioned issues		
BIRT:	Executive be mandated to create/compile a list of issues with WaterlooWorks and present it to CECA so that the website can be fixed for future terms.		
BIFRT:	As a stopgap measure to make the website moderately better, Executive be mandated to compile a list of student-made extensions that fix the website (Such as WaterlooWorksPlus, WaterlooWorks Works, etc.)		
BIFFRT:	The Executive may opt to elect a committee during the council meeting in which this motion is presented, with the purpose of compiling either of the previously mentioned lists.		

Appendix F

Title	Where did my eyes go?		
Mover	ECE 2018	Secunder	ECE 2021
Spirit	To increase transparency and cooperation with professors		
WHEREAS	The exam bank directors have received negative feedback from professors		
AND WHEREAS	Professors feel like EngSoc is hiding something by not allowing them to see the exams that are posted		
AND WHEREAS	Professors used to be able to view these exams in the past, until they were moved behind the wall of the EngSoc fee		
AND WHEREAS	It makes sense to have the exams viewable by only fee paying members		
AND WHEREAS	Professors should be able to view the exams on the exam bank to protect their IP and possibly contribute to the bank		
AND WHEREAS	Allowing professors access will increase the mutual trust and transparency and hopefully increase their willingness to contribute to the bank		
BIRT:	The executive be mandated to work with the current exam bank directors and website directors to investigate the ramifications, both positive and negative, of building an infrastructure that allows professors to view the exam bank, and whether that would have a net benefit for students.		
BIFRT:	The executive be mandated to present the result of this investigation by the fifth council meeting of the Spring 2017 term and propose a motion that would call to vote whether or not professors should have access to the EngSoc exam bank.		
BIFFRT:	The executive be mandated to present this motion during the first council meeting of the Fall 2017 term to ensure that if this investigation is not completed in time, that B-Soc executive and their respective website and exam bank directorships teams adopt this initiative.		

Acronym Bingo

CnD - Coffee and Donut Shop	CRC – Council Review Committee	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 Fund	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