



Council Meeting #4

March 15th, 2017 | 5:30pm

Item	Presenter/Mover	Action
1.0 Welcome/Call to Order		
2.0 Approval of Minutes		D
3.0 Approval of Engenda		D
4.0 Guest Speaker		
4.1 WaterlooWorks	Diane Bader, Savannah Voll (dbader@uwaterloo.ca)	I
5.0 Exec Goals Presentation		
6.0 Exec Updates (A)		
6.1 President	Rachel Malevich (president.b@engsoc.uwaterloo.ca)	I
6.2 VP Communications	Melissa Buckley (vpcomm.b@engsoc.uwaterloo.ca)	I
6.3 VP Student Life	Chelsea VanderMeer (vpstudentlife.b@engsoc.uwaterloo.ca)	I
6.4 VP Academic	Andrew McBurney (vpacademic.b@engsoc.uwaterloo.ca)	I
6.5 VP Finance & Operations	Katie Arnold (vpfinance.b@engsoc.uwaterloo.ca)	I
7.0 New Business		
7.1 Executive Feedback Session	Clarisse Schneider (clarissemschneider@gmail.com)	I
7.2 Sponsorship Allocations (B)	Katie Arnold (vpfinance.b@engsoc.uwaterloo.ca)	D
7.3 Education Outreach (C)	Tiffany Chang (tiffanyhchang@gmail.com)	D
7.4 Student Space Report (D)	Clarisse Schneider (clarissemschneider@gmail.com)	D
8.0 Business Arising		
8.1 Directorship Discussion	Executive (executive.b@engsoc.uwaterloo.ca)	I
9.0 Director updates		
10.0 Affiliate updates		
10.1 WEEF	Jordan Nickel (weef@uwaterloo.ca)	I
10.2 Iron Warrior	Donovan Maudsley (iwarrior@uwaterloo.ca)	I
10.3 Senate	Pallavi Hukerikar (pallavi.hukerikar@uwaterloo.ca)	I
10.4 Feds Councilors	Denton Liu (d92liu@uwaterloo.ca)	I
10.5 EngFOC	Daniadele LeSauvachtler (engfoc@uwaterloo.ca)	I
10.6 GradComm	Mattrisse Dickhowe (uwgradcomm@gmail.com)	I
10.7 Engineering Ambassadors	Hannah Gautreau (hannahgautreau@gmail.com)	I
11.0 Varia		
12.0 Adjournment		D

If you have any questions or concerns, please contact
Kieran Broekhoven (speaker.b@engsoc.uwaterloo.ca)

Appendix A: Executive Updates

President - Rachel Malevich

president.b@engsoc.uwaterloo.ca

Executive Update

Hey Council,

The past two weeks have been very busy on the President front. I've been working on a couple initiatives for Board in addition to getting started with the Orientation Week planning from the Presidents' side with Abdullah. Commissioner applications close at noon on Wednesday, March 15th, so if you're interested remember to apply before the deadline. Exec spent a great deal of time planning for Fall 2017 last week, and we hope to hear your thoughts on the Directorship applications later this meeting. The Leadership Award Committee met last Thursday and Sunday to determine this term's winner. And finally, I've also been spending a significant amount of time preparing for the Examinations and Promotions Committee (E&P) which is taking place this week. If you have any questions about these responsibilities, let me know!

Goals Update

EngSoc and UW MATES

	Coordinate MATES Pilot – We're optimistic that we will be able to secure space in Engineering for Fall 2017. Introducing MATES Commissioner for Fall 2017!
	Transfer to A-Soc – We met with A-Soc over reading week. This will be green once the written progress document is finished at the end of the term!

Professional Development

	Resume Rescue – Ready to go, awaiting website updates!
	Interview/ Cover Letter Resources – Ready to go, awaiting website updates! I will work to have these ready to go in April for A-Society, and update in August if they aren't completed before the end of the term.
	Technical Interview Workshop – Huge success!

Miscellaneous

	Communications Guidelines – DONE! Check out the new document on the website if you're interested.
	ERC Updates – DONE! Check out the website!
	Election Voting Process – Still investigating a new lead for a software called Qualtrics. I'll be working more closely with Sarah over co-op term to prepare.
	Getting EngSoc Face-Time with Departments – We're investigating our options with FOPS (Faculty Operations Committee – basically a committee with all the department chairs). Hoping to meet with the Senior Development Officer for the Engineering Faculty this month.

VP Communications- Melissa Buckley

vpcomm.b@engsoc.uwaterloo.ca

Executive Update

Hi there council!

Thank you for completing the Communications Survey!! I will be going through the results and I'll publish the key insights shortly after exams. Both societies will be using the input gathered to adjust our communication techniques. Prize winners will be contacted this week.

ESSCO's Annual General Meeting, hosted right here at Waterloo, is happening the weekend of June 3rd, please share the link to apply with your cohort (it's also on the Facebook page):

<https://goo.gl/forms/leYdlxdDCJWQikFK2>. Applications close March 20th.

Goals Update

Internal Communication

	Communication Survey – 250+ people filled this out, thank you! I will share the key insights in the near future and we will use the information to improve!
	Communication guidelines – This is very close to being finished. Both societies have agreed on the changes and Steven is formatting the doc.

Conference Transparency

	Website – it is still kicking! You can read blog posts from some of our FYIC delegates there and see our conference report. Website is uwengconferences.com
	Conference Info Night – This happened, attendance was not great but the presentation can be found on the Facebook page.

Miscellaneous

	Community Presence - If you have a cool directorship you think we should connect with the local news for, please email me!
	Transition Docs – Will be writing this after exams and in time to transition Dan to the role.

VP Student Life – Chelsea VanderMeer

vpstudentlife.b@engsoc.uwaterloo.ca

Executive Update

Hey guys, happy March – National Engineering Month! Be sure to hype up how much you love engineering even more than usual, and read about Why We Love Engineering on the Waterloo Engineering Society Facebook page.

Last week highlights:

- We WON the blood drive competition! Thank you everyone for your hard work, blood, sweat, and tears.
- Semi-formal, CANstruction, Genius Bowl, the Euchre tournament, and more events were great!

We're still looking at how to increase demographics for Workshops, but we will continue using posters, advertising, inviting people on Facebook, and gauging whether they are something that is beneficial/desired.

Events:

- Come see **Engplay** March 15th 8-10 pm in AL 116, March 16th 8-10 pm in AL 113, and/or March 18th 8-10 pm in AL 116!
- Come watch a multitude of excellent **Rube Goldberg Videos** on March 24th from 5-9pm in POETS!

If you want to submit a mural design, please send me submissions, and check the EngSoc website for details! We already have a couple, but I would like to see many more. Thanks guys!

Goals Update

Events

	Keep calendar updated and accessible – I've been editing events as directors request, and keep adding information as locations are booked and details are changed.
	Support new events like Winterloo – Grant participated in Winterloo! Unfortunately Ice Slide didn't happen (because of warm weather). We will be prepared to help if EngSoc is also involved next year.
	Combine A-Soc and B-Soc event transition documents – I'm documenting some notes as events are planned and occur, approximately working on one per day.

National Engineering Month (NEM)

	Engage students in NEM activities , and extend outreach to the community – We filmed and made the Rube Goldberg video, participated in CANstruction, and advertised our engineering love on social media!
	Build the Rube Goldberg Machine and host an event to present the ESSCO video – our excellent directors, Gabrielle and Liam, as well as some dedicated volunteers built and filmed the Rube Goldberg on Feb 17 th . We will get to see the video on March 24 th !

Miscellaneous

	Host a mural design competition with the intention of creating the mural for the Orifice – Send me submissions, and check the EngSoc website for details! Vpstudentlife.b@engsoc.uwaterloo.ca
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VP Academic – Andrew McBurney

vpacademic.b@engsoc.uwaterloo.ca

Executive Update

Hey Council!

As promised, here are the meeting notes from my last meetings:

<https://docs.google.com/document/d/1lbncZuQyAXWwnu2O8DhnzkIbM0S3hqQSsnQEjbHfnl4/edit?usp=sharing>

I'll briefly go over all of the meeting notes in my update, and highlight some of the important takeaways.

Goals Update

Waterloo Works

	JobMine to WaterlooWorks Transition (WaterlooWorks-athon presentation) – Notes from the meeting presentation, including questions asked from the session may be found online in the EngSoc facebook group.
	WaterlooWorks Representative at Council – We will be have a WaterlooWorks representative attend the next meeting (March 15 th) for a discussion on the new system, and to give feedback for CECA to take back to WaterlooWorks Project Team.
	WaterlooWorks Survey – The WaterlooWorks survey will be sent out through the class reps after council. I'll post the updated version in the council group with the feedback from council factored in before sending out to get final thoughts.

Professional Development

	Actionable PD Items (WatPD survey) – We had the pilot run of the survey, it's currently in Qualtrics. However, there's a big Canada-wide NSEE survey happening from February 9th to April 4th. Dan Davidson told me it's important for the university to get a very high response rate on the NSEE survey, so they will prohibit any other large-scale university surveys during this time period. Hence, the WatPD survey will run in May (early in the Spring term).
	Gather Employer Feedback on WatPD – I met with Dan Davidson to talk about potential ways of getting employer feedback on WatPD. We decided it would probably be best to postpone this kind of investigation until after the survey of the engineering faculty student population, so this will most likely happen in the Fall.

Miscellaneous

	Anonymous Website Feedback – Please do not hesitate to give me feedback through the site – I really appreciate it! (http://andrewmcburney.ca/engsoc).
	Mental Health Funding – I'm meeting with Peter Douglas this Monday at 3 PM to follow up on the mental health funding. I'll have a proper update as to the progress for my exec update at the meeting.

VP Operations and Finance- Katie Arnold

vpfinance.b@engsoc.uwaterloo.ca

Executive Update

Ridgid Tool Sweatpants Preorder -Orders are in and everyone who preordered will be notified by email when they arrive.

Sponsorship Committee went well!

Thanks to:

Ben Beelen, Bryn Cummings, Corbin McElhanney, Julia Reinstein, Olivia Baker, Quin Millard, and Michael Beauchemin!

Novelties

Trophy case refurbishment money reallocated by board – purchasing materials to renovate underway

Upper Year Licensed EOT 19+ -- Approved by the Dean's Office

Goals Update

Novelties and Ridgidware

	Novelties and Ridgidware Open Regularly
	New Novelties Stock Purchasing is ongoing To date: <ul style="list-style-type: none">● CFES and Engineers Canada Patches● Ringed Patches● WaterlooWorks Beta Testing● Sweatpants requests/ideas can be emailed to vpfinance.b@engsoc.uwaterloo.ca

Student Deals

	Clarification and Advertisement - Website is up to date Waiting on Novelties Display case for Poster Advertising
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Miscellaneous

	Restructuring ECIF and Sponsorship - Met with Michael, adjustments to be made <ul style="list-style-type: none">● updating the website - meeting to be set with our website director● updating ECIF submission template (website)● updating documents to say "VP Operations and Finance"
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Appendix B: Sponsorship Allocations

Title	We Ship It [Sponsorship]
Mover	Executive
Seconder	
Spirit	To Approve Sponsorship Allocations for W17
WHEREAS	The Sponsorship Committee met on March 4th 2017 and again on March 8th 2017 to allocate the Sponsorship for W17
AND WHEREAS	The funds available for this term (\$6500 for W17 plus the \$3812.76 rollover) were allocated.
BIRT:	Council approves the allocations by Sponsorship Committee W17

Appendix C: Education Outreach

Title	Two is Better than One (for Education Outreach)
Mover	CHEM 2020
Seconder	SYDE 2020
Spirit	To mandate the Engineering Society-B Executive to investigate collaborating with the Engineering Outreach Office to enhance the Education Outreach directorship
WHEREAS	The Engineering Outreach Office was generous in donating 95 per cent of materials for two THEMUSEUM events in the Winter 2017 term.
AND WHEREAS	The Engineering Outreach Office is receptive to the idea of continuing this partnership with the Engineering Society through their elementary school branch, Engineering Science Quest (ESQ).
AND WHEREAS	The Engineering Outreach Office does community outreach best at UW, as demonstrated by the success of ESQ's annual summer camp and recent expansion of their March Break technology camp.
BIRT:	The Executive investigate collaborating with the Engineering Outreach Office to run Education Outreach-related events in the Fall 2017 term.
BIFRT:	For the Fall 2017 term, the Education Outreach directorship consists of two focuses: THEMUSEUM events and Engineering Society student mentorship at events run by the Engineering Outreach Office, such that at least two Engineering students are selected as Education Outreach directors.
BIFRT:	The Executive investigate introducing policy to ensure continuation of this collaboration between the Engineering Society and the Engineering Outreach Office.
BIFRT:	The Executive present their findings at the first Council meeting in the Fall 2017 term.

Appendix D: Student Space Report

Title	Because Engineers Argue With Numbers
Mover	Software 2017
Second	
Spirit	To have a quantified comparison of student space per program such that those who want to petition for more space in new buildings can have some leverage, and the Dean can have more information to consider in her planning
WHEREAS	New Engineering buildings are being planned and built, and some programs would like to vie for more or upgraded space,
AND WHEREAS	Everyone complains about student space, and lack thereof, and poor quality thereof, etc. without any real statistics to bolster their arguments or go forward to ask for real change,
BIRT:	Exec be mandated to conduct research for a report detailing a comparison of student space for each program.
BIFRT:	<p>This research would include:</p> <ul style="list-style-type: none"> • Dedicated student space (e.g. lounges, study rooms) per student, • Quality of dedicated student space (as objectively as possible), • Dedicated classroom space per student, • Dedicated lab space (with equipment) per student, and • Department space (e.g. offices, research labs, meeting rooms, etc), including aforementioned student space and lab space, per student + members of department.
BIFRT:	The resulting report would be presented to Council by the last meeting for further action.

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



New topic



Direct Response



Point of Clarification



Indicates Circular



I Agree