Waterloo Engineering A-Society Fall 2016 Meeting #1

Date: Wednesday, Sept. 21st, 2016

Location: CPH 3607

Chair: Jared Gour

Secretary: Jenny Ma

I. Attendance:

<table>
<thead>
<tr>
<th>Year</th>
<th>AB</th>
<th>TRON</th>
<th>CHEM</th>
<th>ECE 1</th>
<th>18 CIVIL</th>
<th>P</th>
<th>AB</th>
<th>TRON</th>
<th>CHEM</th>
<th>ECE 2</th>
<th>18 ECE</th>
<th>P</th>
<th>AB</th>
<th>18 CIVIL</th>
<th>P</th>
<th>AB</th>
<th>Off-Term President</th>
<th>P</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021</td>
<td>1A</td>
<td>BME</td>
<td>AB</td>
<td>MECH</td>
<td>AB</td>
<td>'18</td>
<td>CHEM</td>
<td>AB</td>
<td>ECE</td>
<td>AB</td>
<td>'18</td>
<td>ECE</td>
<td>AB</td>
<td>Executive</td>
<td>P</td>
<td>AB</td>
<td>18 CIVIL</td>
<td>P</td>
</tr>
<tr>
<td>2020</td>
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<td>CIVIL</td>
<td>P</td>
<td>ECE</td>
<td>ECE 2</td>
<td>AB</td>
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<td>ECE</td>
<td>AB</td>
<td>'18 MGMT</td>
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<td>1A</td>
<td>ECE 1</td>
<td>P</td>
<td>CHEM</td>
<td>AB</td>
<td>ENV</td>
<td>AB</td>
</tr>
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<td>ECE</td>
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<td>CHEM</td>
<td>MGMT</td>
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<td>MECH</td>
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<td>ECE 2</td>
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<td>MGMT</td>
<td>P</td>
<td>GEO</td>
<td>AB</td>
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<td>2018</td>
<td>1A</td>
<td>ENV/GE</td>
<td>AB</td>
<td>MECH</td>
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<td>SOFT</td>
<td>P</td>
<td>AB</td>
<td>'18 CHEM</td>
<td>P</td>
<td>1A</td>
<td>ENV/GE</td>
<td>P</td>
<td>MGMT</td>
<td>P</td>
<td>NANO</td>
<td>AB</td>
</tr>
<tr>
<td>2017</td>
<td>1A</td>
<td>MECH</td>
<td>P</td>
<td>NANO</td>
<td>SYDE</td>
<td>'17</td>
<td>ECE</td>
<td>P</td>
<td>'17 NANO</td>
<td>P</td>
<td>1A</td>
<td>MECH</td>
<td>P</td>
<td>SOFT</td>
<td>P</td>
<td>TRON</td>
<td>P</td>
<td>'17 SOFT</td>
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<td>2016</td>
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<td>MECH</td>
<td>P</td>
<td>TRON</td>
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<td>'17</td>
<td>CHEM</td>
<td>P</td>
<td>'17 ENV</td>
<td>AB</td>
<td>1A</td>
<td>TRON</td>
<td>P</td>
<td>NANO</td>
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<td>GEO</td>
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<td>'17 MECH</td>
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<td>2015</td>
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<td>SOFT</td>
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<td>GEO</td>
<td>'17</td>
<td>TRON</td>
<td>P</td>
<td>'17</td>
<td>AB</td>
<td>'17 SYDE</td>
<td>P</td>
<td>1A</td>
<td>SOFT</td>
<td>P</td>
<td>SYDE</td>
<td>P</td>
<td>TRON</td>
<td>P</td>
</tr>
</tbody>
</table>

Total Votes Available: 49

Total Votes Present: 35

1.0 Welcome/Call to Order

Time: 5:42 PM

Quorum established at 35/49 voting members present.
2.0 Approval of Engenda

<table>
<thead>
<tr>
<th>Motion</th>
<th>Approval of Fall 2016 Meeting #1 Engenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>2017 SYDE</td>
</tr>
<tr>
<td>Seconder:</td>
<td>2019 CHEM</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
</tr>
</tbody>
</table>

Motion: Mandate that the Executive meet all representatives and make friends during food-serving.

Mover: 2019 TRON
Seconder: 2020 ECE
Result: Motion passed

Motion: Move to moment of silence (30 seconds) for Harambe after roll call.

Mover: 2017 CHEM
Seconder: 2018 MECH
Result: Motion passed

Result: Motion Passes

3.0 Approval of Minutes

<table>
<thead>
<tr>
<th>Motion</th>
<th>Approval of Winter 2016 Meeting #4 Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>EXEC</td>
</tr>
<tr>
<td>Seconder:</td>
<td>2017 MECH</td>
</tr>
<tr>
<td>Result:</td>
<td>Motion Passes</td>
</tr>
</tbody>
</table>

4.0 New Business

4.1. Robert’s Rules Review
Chair provides overview of purpose of using Robert’s Rules of Order and the hand signals used to facilitate discussion in the meetings. Review also includes the structure of a motion and rules of order for managing debate on the motion. Discussed the role and responsibilities of Speaker.

Q: Can you bring resolutions back if they’ve been tabled?
A: Not in the same meeting.

4.2. Role of Representatives
Reviewed the importance of 2-way flow of communication: relay reports and business to constituency and bring topics of concern and discussion from the class to Council. Laid out ‘Do’s’ and ‘Don’ts’ of being a class rep.

Q: How to proxy?
A: Contact Jared for permission to proxy your vote.
Q: Do you need both reps?
A: No, you only need one. Only proxy if both will be missing the meeting.

Q: What is the consequence if we don’t proxy?
A: Might not meet quorum – your vote doesn’t count.

Q: How many votes per class?
A: One.

4.3. Teaching Committee Elections – Look! A committee!

<table>
<thead>
<tr>
<th>Motion</th>
<th>Appendix A: Look! A Committee!</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>Executive</td>
</tr>
<tr>
<td>Description:</td>
<td>There are two at large seats available for the Teaching Excellence Award Committee, we would like to fill these seats.</td>
</tr>
<tr>
<td>Seconder:</td>
<td>ECE 2020</td>
</tr>
</tbody>
</table>
| Comments: | Q: What sort of time commitment?  
A: Not a big one. Filter the applications then have an hour-long meeting  
Q: Have to be A-Soc members?  
A: Yes.  
Motion to move into Camera: passes  
Motion to move out of camera: passes  
Motion to amend the motion to include the names:  
Aidan Luscombe  
Lindsay Glofcheskie  
Amendment Passed |

Result:  
For: 34  
Against: 0  
Abstain: 1

4.4. Budget Approval & W16 Actuals

<table>
<thead>
<tr>
<th>Motion</th>
<th>Appendix B: W16 Actuals &amp; F16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>Executive</td>
</tr>
<tr>
<td>Description:</td>
<td>After the VP of Finance has received budget requests from all event directors this term, let’s adopt an operating budget for Fall 2016.</td>
</tr>
<tr>
<td>Seconder:</td>
<td>ECE 2021</td>
</tr>
</tbody>
</table>
| Comments: | We didn’t get quite as many students  
Career Fair was never budgeted, but we received money from employers  
Q: Why did Bus Push go over budget? |


Q: We didn’t budget for a deputy officer to accompany the bus
A: CANstruction concerns?
Q: Bought too many cans.
A: We’re under budget on NEM
Q: We’ve got more sponsorships than expected;
A: Staff dinner wasn’t budget for; patches more expensive than predicted;
semi-formal made a profit from tickets; had to get a second bus for ski trip; ended with a surplus.

Q: Where is surplus money going?
A: Into the A-soc account combined with fees
Q: Is surplus allowed?
A: We can’t budget for it, but we can end up with surplus and then roll it back in
Q: What are columns?
A: Requested, allocated as decided by VP Finance from applications from directors.

We’re going to separate revenue and expenses now instead of just combining them for more transparency

Q: Can student life and first year budget be spent on first years?
A: Yes
Q: What is FYELC?
A: First Year Engineering Leadership Conference. Revenue is from sponsorships and ticket sales. Conference is next week.
Q: What is EngPlay?
A: Engineering play. Tickets are $6. Title: Game of Tiaras

Fixed costs to salaries, ECIF, sponsorship, discretionary to execs for unexpected costs that come up

Q: Can we amend the budget to spend more money
A: Yes
Q: Funding for O-week?
A: Split equally between the societies

Appreciation for directors is now its own item and no longer taken from discretionary

Q: Will directors get an updated budget?
A: Yes, after the meeting.
Q: What is Website money for?
A: Purchase plugins for Wordpress.

Q: Environmental?
A: Garden project in CPH courtyard
Q: What garden?
A: Grow fruit and veggies. No funding so very minimal. Where we do purpling.
Q: Professional Photoshoot?
A: Hairstyling products and gift cards.
Q: Does the budget include the surplus from last term?
A: No.
Q: Why is there no work term report bank on the budget?
A: Talk to Adelle if you’re interested in that. Some interest was shown in previous terms but didn’t get support from Faculty or further interest from students.
Q: Where does surplus go
A: Buffer in account.

<table>
<thead>
<tr>
<th>Motion:</th>
<th>Add $1200 for first-year engagement. Each class rep will receive some money to run an event for their class. We want to get more turn out from first-years.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>SYDE 2019</td>
</tr>
<tr>
<td>Seconder:</td>
<td>CHEM 2019</td>
</tr>
</tbody>
</table>

**Discussion**

Q: How do you prevent this from just being for a few friends?
A: Oversight from a general director.
Q: Where is money coming from?
A: Duplication of funds between arts and mental health ($100) so take $100 from mental health initiative. Take $300 from decorating budget of POETS. Take the rest from the deficit and use with the surplus. Probably won’t go over anyways. Really hope to get free stuff and get involved.
Q: Did you ask mental health directors?
A: No.
Q: Why in council?
A: Should go to vote not just be done behind the scenes.
Q: Why just first years?
A: Start at the bottom, going to push to later.
Q: Who made money per class?
A: Need a basic amount for each class and ECE would get too much so it’s not exactly fair.
Q: How is this useful for promotion of EngSoc?
A: Students get free stuff and people will talk to them.
Q: If this is successful are we going to run it every term?
A: Just the Fall.
Q: Should it be for one or multiple events?
A: One event for whole program both streams.
Q: Reimbursement?
A: Yes. Event must be pre-approved and then receipts handed in.
Q: How to limit to one class?
A: Only promote to one class.
Q: Integrate this into first year mentors?
A: No, will only apply to people who signed up for that
Q: Do we have to pass this to get fees
A: Yes.

<table>
<thead>
<tr>
<th>Motion:</th>
<th>Spread lump sum through all years ($240 to each year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>CHEM 2017</td>
</tr>
<tr>
<td>Seconder:</td>
<td>SOFT 2018</td>
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</tbody>
</table>
| Discussion: | Q: Allocate Flat or per person?  
A: Flat per year, even though first years have more people |
| Result: | Motion Failed                                         |

Already a lot of apps for baby director from first year 2021s. Need to increase outreach and this money will help get to first years

Result: Motion passed.

<table>
<thead>
<tr>
<th>Motion</th>
<th>Amendment to increase funding for hardware workshop</th>
</tr>
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<tbody>
<tr>
<td>Mover:</td>
<td>TRON 2017</td>
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<tr>
<td>Current funding of $1857.20 should be increased to $2450 with an income of $1350</td>
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</tr>
<tr>
<td>Seconder:</td>
<td>MECH 2019</td>
</tr>
</tbody>
</table>
| Comments: | Q: Are we sure about engagement?  
A: Yes. Lots of turnout to other workshops  
Q: Is this Urgent?  
A: Yes, we’ve already spent the money.  
Q: Why not WEEF? |
<table>
<thead>
<tr>
<th>Motion</th>
<th>Purchase new computer for Iron Warrior ($500)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover</td>
<td>CHEM 2017</td>
</tr>
<tr>
<td>Seconder</td>
<td>MECH 2020</td>
</tr>
</tbody>
</table>
| Comments: | Q: Is there room for this in the budget  
A: Not really, might be more for ECIF because it’s a one time thing for student improvement.  
Q: How long has this been put off for?  
A: 2 terms |

<table>
<thead>
<tr>
<th>Result:</th>
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<tbody>
<tr>
<td>For: 30</td>
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<tr>
<td>Abstain: 4</td>
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</table>

<table>
<thead>
<tr>
<th>Motion</th>
<th>Appendix C: How close was it?</th>
</tr>
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<tbody>
<tr>
<td>Mover</td>
<td>Executive</td>
</tr>
<tr>
<td>Seconder</td>
<td>TRON 2019</td>
</tr>
</tbody>
</table>
| Comments: | Currently, only the winning candidates of the Society elections are released following the voting period. As it is best practice to be as transparent as possible during an election, we would like to make the election and its results more transparent to Society Members.  
Q: What is the CRO?  
A: Chief Returning Officer – Sameer  
Q: Why hasn’t this been included before?  
A: Constitution was written in 60s and we haven’t changed it to include it yet.  
Q: How will it be displayed?  
A: Published on website in a blog post. Post each runoff vote tally as well |

<table>
<thead>
<tr>
<th>Result:</th>
<th>Motion Passes</th>
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<tbody>
<tr>
<td>For: 32</td>
<td>Against: 2</td>
</tr>
<tr>
<td>Abstain: 1</td>
<td></td>
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</tbody>
</table>

4.5. B-Society Carryover Motions

**4.5.1. How close was it?**

<table>
<thead>
<tr>
<th>Motion</th>
<th>Appendix D: I hope we’ve all learned something</th>
</tr>
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</table>

**4.5.2. I hope we’ve all learned something**
Mover: Executive

Using the Internet, it is now easier than ever to find old exams posted by past students and professors. However, not all students will search for these exams, while a smaller subset will find them resulting in not all students having equal access to these exams. Allowing the reuse of old exam questions encourages students to spend time searching for past exams, rather than studying. This past term, the University has already suffered from negative publicity regarding this issue during the MATH 136 Winter 2016 Final Exam. The Society and the Faculty of Engineering should adopt policies discouraging and/or restricting professors’ ability to reuse previous examinations, and the VP of Education should formally present this stance to the Faculty of Engineering.

Seconder: CIVIL 2020

Comments:
Q: Which ECE class had exam problems?
A: 2017
Ian (ECE 2017): A midterm copied word for word from another exam online. This is bad. Some students found it and had an unfair advantage. Leave it up to the faculty to determine how to fix; mandate is too ridiculous. If students cannot plagiarize, neither should professors.
Q: How soon would it be put in place?
A: We would take action ASAP but rest is up to the University.

Motion: Amendment: Change “should” to “will”
Mover: B-Soc President
Seconder: CHEM 2018
Result: Motion passed

Exams might not be the right difficulty, but they never are. This is up to the university to figure out how to solve this.
Q: Will the full text of the spirit be sent to the Faculty?
A: Yes.

Result: Motion Passes

For: 29  
Against: 2  
Abstain: 4

4.5.3. Take a Stance on Me

Motion

Appendix E: Take a Stance on Me!

Mover: Executive

In recent terms, the Society has adopted stances regarding international student tuition and engineering counselling. The Canadian Federation of Engineering Students recently adopted a Document of Stances in order to improve their advocacy initiatives. The Society should adopt the distributed Document of Stances as a list of all official positions taken by the Society.

Seconder: NANO 2020

Comments: Adelle speaking to the motion. Also passed on B Society. Fixed a clerical error. (The numbering of the numbering in second point 6.
4.6. We ♥ Charity!

**Motion**

Throughout the term, the Society has many events designed to raise money for charity. We believe the choice of the charity should be in the power of the students, and thus the Society will select a charity to which the proceeds will be donated.

**Seconder:** NANO 2020

**Comments:**

<table>
<thead>
<tr>
<th>Charity</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Service Dogs</td>
<td>0</td>
</tr>
<tr>
<td>Habitat for Humanity</td>
<td>17</td>
</tr>
<tr>
<td>Waterloo Food Bank</td>
<td>15</td>
</tr>
<tr>
<td>World Wildlife Fund</td>
<td>1</td>
</tr>
<tr>
<td>Childsplay</td>
<td>0</td>
</tr>
</tbody>
</table>

Q: Are these the only charities nominated?  
A: Yes.

Q: Have we donated to Habitat for Humanity before?  
A: No.

Q: What was the most popular in prior years?  
A: We don’t know.

**Result:**

<table>
<thead>
<tr>
<th>For:</th>
<th>Against:</th>
<th>Abstain:</th>
</tr>
</thead>
<tbody>
<tr>
<td>32</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

4.7. CRO – Election Info, Presidential Candidate Announcement

Sameer (CRO) speaks. First-year classes were all visited. People should vote – there are 5 candidates.

Nominations for VP’s happen later (First-years cannot run for VP)

Q: Where are the dates?
A: On EngSoc’s website.

4.8. Presidential Candidates Q & A

Q: What struggles will you have with the portfolio?

Simon: Everything
Awn: Nothing
Jeff: None
Abdullah: Depends on people who are elected
Patricia: Learn the bylaws

Q: Where do you stand on encouraging first year engagement in EngSoc?
A: Approve it. Need lots
J: Might not get all turn out but still need to happen.
AB: Need to make the personal connection with reps and upper years.
P: Need to keep in touch with first years and spread info. Be approachable.
S: Trick them with a long con.

Q: Which events would you change and funds related to events?
J: Put fees towards events they’re going to. Do statistical analysis. Relative allocation. Services are a good use of money
AB: Re-evaluate all of them. Encourage everyone to think outside of box, shake up the events a bit. Try to make it fresh
P: Look into popular services and try to expand them even more
S: Gladiator duels for funding
A: Good directors are key but we still need to revamp. More up to the VP’s

Q: Advocacy is important. What will make you good at fighting people to convince them your opinion is correct?
AB: Likes to compromise and make things work
P: Does lots of outreach so has experience
S: Conflict resolution by combat. Literal fights
A: Administration can have a point, we need to find a middle ground. Managed to convince them to let him be a DON and an O-week leader
J: He’s been doing it as VP education. On lots of committees with Associate Deans. Fought CECA to have the career fair. Already have connections with the university people

Q: What tradition would you bring back?
P: Coveralls day where we wear them
S: Public display of heads
A: Bring back year spirit
J: Professor tricycle races, sponsored by classes for charity
AB: OT’s as part of O-week in poets

Q: How will you maintain relationship with other Society?
S: We should look at each other occasionally
A: Agrees. Unity with B-soc and their exec. Would expand this to other groups on campus. Would bring them together
J: Can be elected with differing goals. Will rep the A-soc first
AB: Clear cut communication is the way to go
P: Try to keep new initiatives happen on all terms and push for them to happen in B-Soc. Knows other exec so good bonds
Q: What is your approach to conflict management on a team?
A: Both parties usually have good points. Need a third body to adjudicate. Don’t let it stew. Get other people to step in
J: conflicts happen. Need to be open about it. Sit down one on one with people we have a conflict with. Take conflicts to the board between VP and Prez.
AB: Conflicts do happen. Open is key. Honesty is important. Find a middle ground.

Q: What is an accomplishment within EngSoc you’re most proud of?
J: Got CECA to let us run on engineering specific career fair
AB: Accounting practices are better documented. Consistent between Societies and for audit
P: Wouldn’t pick one over all the other
S: Put on trilogy of plays. Made everyone mad
A: Did not make Keiran mad. Valued his directors. He does not have time to run his campaign. Other people have helped out. Created a great culture.

5.0 Executive Reports

5.1. President
Speaking: President – Adelle Vickery (president.a@engsoc.uwaterloo.ca)
- More thorough updates will be posted on the EngSoc website in the interest of time. Exec will each deliver one update here.
- Thank you for sticking with us for this meeting. Really happy with the discussion had today.

5.2. VP External
Speaking: VP External – William Wilmot (vpexternal.a@engsoc.uwaterloo.ca)
- Purple Palooza next Tuesday to purple yourself for charity. Raise $100 to purple Adelle.

5.3. VP Education
Speaking: VP Education – Jeffrey Gulbronson (vpeducation.a@engsoc.uwaterloo.ca)
- Career Fair taking place next Thursday, Sept 29th in ES’s Sedra Design Centre

5.4. VP Finance
Speaking: VP Finance – Abdullah Barakat (vpfinance.a@engsoc.uwaterloo.ca)
- Coveralls will be sold tomorrow. Credit payments accepted.

5.5. VP Internal
Speaking: VP Internal: Sarbajoy Majumdar (vpinternal.a@engsoc.uwaterloo.ca)
- Find Sarbajoy for event details, there are many.

5.6. Questions for the Executive
6.0 Director & Affiliate Reports

6.1. WEEF
- First years find out who the WEEF Reps are

6.2. The Iron Warrior
Speaker: Caitlin McLaren (iwarrior@uwaterloo.ca)
- Slides will be sent out, deadlines for writing.

6.3. Senate
Speaker: Pallavi Hukerikar (pallavi.hukerikar@uwaterloo.ca)
- Admission averages are very high.

6.4. FEDS Councillors
Speaker: Denton Liu (denton.liu@uwaterloo.ca)
- No update

6.5. EngFOC
Speaker: Kenaryn Gourenzl (engfoc@uwaterloo.ca)
- Stay tuned for information about FOC applications

6.6. Other

7.0 Varia

7.1 How many days ‘til IRS?
136 days ‘til IRS!

8. Adjournment
Time: 7:00 PM

<table>
<thead>
<tr>
<th>Motion</th>
<th>Adjourn Fall 2016 Meeting #1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover:</td>
<td>Exec</td>
</tr>
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