



Council Meeting #2

May 30th, 2018 | 5:30 P.M.

ITEM	PRESENTER/MOVER	ACTION
1.0 Welcome/Call to Order		D
2.0 Godiva's Hymn		
3.0 Approval of Minutes		D
4.0 Approval of Engenda		D
5.0 WatPD Guest Speaker	Jamieson Cox (J4Cox@uwaterloo.ca)	I
6.0 Exec Updates		
6.1 President	Katie Arnold (president.b@engsoc.uwaterloo.ca)	I
6.2 VP Finance	Liam Yeates (vpfinance.b@engsoc.uwaterloo.ca)	I
6.3 VP Academic	Benjamin Beelen (vpacademic.b@engsoc.uwaterloo.ca)	I
6.4 VP Student Life	Ashley Clark (vpstudentlife.b@engsoc.uwaterloo.ca)	I
6.5 VP Communications	Grant Mitchell (vpcomm.b@engsoc.uwaterloo.ca)	I
7.0 New Business		
7.1 Sponsorship Committee	Liam Yeates (vpfinance.b@engsoc.uwaterloo.ca)	D
7.2 Feedback Update	Julia Reinstein (cfo.b@engsoc.uwaterloo.ca)	I
7.3 Charity Purpling	Ashley Clark (vpstudentlife.b@engsoc.uwaterloo.ca)	I
8.0 Affiliate Updates		
8.1 WEEF	Theo Morrisette (weef@uwaterloo.ca)	
8.2 The Iron Warrior	Hasan Ahmed (iwarrior@uwaterloo.ca)	I
8.3 Senate	Grant Michell (gwmitche@edu.uwaterloo.ca)	I
8.4 FEDS Councillors	Jason Small (Jason.small@edu.uwaterloo.ca)	I
8.5 EngFOC	Lexawn Normacumming (EngFOC@uwaterloo.ca)	I
8.6 Mates	Megan Town (mentalhealth.b@engsoc.uwaterloo.ca)	I
8.7 GradComm	Chelsea Vandermeer (uwgradcomm@gmail.com)	I
9.0 Varia	HOW MANY DAYS 'TIL IRS??	I
10.0 Adjournment		D

Note*: I = Information, D = Discussion

Appendix A

President – Katie Arnold

president.b@engsoc.uwaterloo.ca

Executive Update

Feedback Plan: Working with Julia Reinstein my delightful CFO (cfo.b@engsoc.uwaterloo.ca)

Committee on Student Mental Health: I (NOT AS PRESIDENT) am now an At-Large Student member of the new implementation committee coming out of the recommendations President's Advisory Committee - Student Mental Health report.

Peer Mentorship in Engineering: Mariko and I sat with members of the SSO Office, Outreach and Robin to discuss how mentorship is run in engineering across this campus and how to work more cohesively together. No outcomes as of yet; and going forwards First Year Mentoring still to be run with WiE in the Fall

Board of Directors: Congrats to the New BoD Chair Matthew Suski and the new Secretary Laura Scanlan. They were voted into their positions by the BoD on May 21st. If you're interested in learning about BoD talk to me - elections for BoD positions coming at JAGM [JUNE 23rd]

Engineering Day (July 13th): Working with the faculty to coordinate Engineering Day Activities, including presence of the tool and purpling, advertising, etc.

Goals Update

Oversight
Feedback – Improving Feedback - following the timeline for the Feedback Plan Next Step: Feedback Form is Run by Julia
Diversity – Develop Affiliate Structure for the UWaterloo EngiQueers Collaboration on the Constitution and Policy Manual changes
Policy – Update curious loopholes in the documents -- Include WRTT
Mental Health – Creating Mental Health Focus Group with the purpose of looking at the Engineering Society's actions and initiatives regarding mental health on campus. w/Ben!
E7 Migration & Ridgidware – Work with Faculty, Liam and Mary to move our services into E7 Next step: Complete agreement with the SSDC

VP Finance – Liam Yeates

vpfinance.b@engsoc.uwaterloo.ca

Executive Update

In order of things to talk about:

- POETS movies will be getting subtitles to make it more accessible.
- New Projector coming soon. Waiting on quote.
- EOT will be a thing. It will be fun
- Will be working on student deals because current ones deprecated
- Sponsorship will be 30th of June. Run for Sponsorship Committee today
- Ridgidware will be moving to E7. Meet with Faculty to grow ridgidware. Meeting about getting department kits Monday

POETS has been playing some great tunes, shoutout to KeyHolders, RIP Projector :(

Goals Update

POETS
POETS Movie Subtitles –I want to get subtitles for the movies in POETS. This will make it more accessible and better for watching
Miscellaneous
EOT POETS - The Patio will be open (knocks on wood). There will be food It will be great.
Student Deals - Revitalise student deals. Get new deals at some new places
Sponsorship - Making sure we can help the most student teams - Motion in meeting
Build Your Own Directorship - Allow students with good directorship ideas to get started
Novelties & Ridgidware
Ridgidware - Getting ready for the move to E7

VP Academic – Benjamin Beelen

vpacademic.b@engsoc.uwaterloo.ca

Executive Update

Things have certainly been ramping up recently. Meetings are in full swing and so are interviews! Reminder that you MUST attend interviews that you are scheduled for even if you are planning to accept an offer. Complete the JIF form to add an outside of WaterlooWorks job offer to your ranking summary! Resume critiques went great, but with long wait times. We critiqued over 200 resumes in two days but we NEED ECE VOLUNTEERS for the last resume critique (date on calendar). We had very long wait times due to almost no ECE volunteers. Come help out first years and get pizza!

Workshops have started with a decent attendance for AutoCAD, MatLAB and excel are still happening, if you're interested in running either of these workshops please contact me by email (vpacademic.b@engsoc.uwaterloo.ca) or Quin (studentservices.b@engsoc.uwaterloo.ca)!

Finally, here is a tentative schedule of guest speakers at council.

WatPD - Council Meeting #2

CECA (Tentative) - Council Meeting #3

SSO Office Director (Tentative) - Council Meeting # 4

I will be meeting with the VP Academic of the school, VP Education of Feds and the SSO office director to discuss concerns regarding the fall reading break as well as a possible visit to council to answer questions. Unfortunately when you try and schedule a meeting with four of some of the most busy people on campus, the meetings are scheduled months in advance.

Katie and I are creating a Mental Health Focus Group (sign up at <https://tinyurl.com/yd7hghxt>). Planning on meeting soon, would love more members. No experience or qualifications required, we are mostly looking for opinion and support creating in what we want this Focus Group to achieve.

Goals Update

Protection of Oweek - Inviting SSO office (in charge of gathering data for fall reading break) to Council Meeting #3. Trying to get connected with Fall Reading Break Steering Committee (my white whale). Going to represent eng as a "No touchy, except make longer" basis.
Workplace Safety Initiative - Currently deciding on whether or not more information is needed to prove to CECA that this is required of them. Anecdotal evidence is being avoided, so gathering cross campus experiences and results provide a better story.
Committees - Will be finding an avenue for posting committee notes in a useful manner. The CECA petition showed the power that the notes have and they will continue to be posted publicly.
Graduated Class Photo Restoration - Found every department's place of posting for graduated class photos. CHEM is the best at posting them, ECE is worst. Emailed every department rep, various levels of responses. Exploring calligraphy reasons and alternatives, working with Mary on this.
Mental Health - Creating Mental Health Focus Group with the purpose of looking at the Engineering Society's actions and initiatives regarding mental health on campus. w/KT!

VP Student Life – Ashley Clark

vpstudentlife.b@engsoc.uwaterloo.ca

Executive Update

Happy Second Council! Don't forget to buy your tickets to DIY Neon Signs and SkyZone, and come out to TalEng next week! Check out all of the events coming up before Council #3:

June 2 - D&D (2pm in POETS)

June 5 - DIY Neon Signs (6pm in POETS)

June 6 - Intro to Matlab (4:30pm in MML)

June 7 - Paint Nite 2.0 (4:30pm in POETS)

June 8 - TalEng (8pm at Wilf's)

June 13 - WiE: Food Fundamentals (sign up online!)

June 16 - D&D (2pm in POETS)

June 18 - SkyZone Trip! (bus departs at 5:30pm)

June 19 - Excel Workshop (4:30pm in MML)

June 20 - WiE: How to Apply to Jobs (sign up online!)

June 20 - Council Meeting #3 (5:30pm in RCH 302)

and remember...

Mondays - EngiQueers at 6pm in POETS

Tuesdays - Board Games (every other week) at 5pm in POETS

Thursdays - Charity Grilled Cheese (every other week) at 11:30am in CPH Foyer

Listen for the specific director updates, which will give some more details!

Goals Update

Events	
	Calendar Updated and Accessible – The calendar is firm, and all events are on Facebook! The website calendar now updates from Google instead of Facebook (technology is hard).
	Data Collection – I've asked directors to take note of this and add it to the transition docs! We are 1/3 done the term, and still have lots of events to come!
Miscellaneous	
	Accessibility Plan – We're developing event-based criteria and working to make improvements to where events are held as well as quiet spaces at busy events.
	Green Office Initiative – We're completing an environmental audit of EngSoc spaces and holding an awareness campaign throughout the term. Compost will be running in POETS as well!

VP Communications – Grant Mitchell

vpcomm.b@engsoc.uwaterloo.ca

Executive Update

It looks like we all made it through May, so let me tell you how it went.

First things first, if you have a directorship and have not filled out the marketing request form, please fill it out as ASAP as possible. <https://goo.gl/forms/L99x4YqGWkjBRbsl2>

Directors, we need your help with our social media. Roxanne has been doing a great job of keeping our social media active, but we need your photos to help advertise your events. If you have any fun, cool weird or crazy photos from your events, please send them to Roxanne so that we can post about the cool stuff we are doing.

Like I mentioned last meeting. ESSCO AGM is coming up in June and B-Soc is sending a delegation to represent all of you. One big item that will be happening at AGM are the elections for next years ESSCO executive team. We will be electing the new President, VP Services, VP Communications and VP Finance and Administration. If any of these positions are of interest to you, give me shout so we can work out how to get you into the elections. ESSCO is also running a Soccer tournament this weekend (June 1- 3) and there are still some spots left on the team. The tournament is a great way to meet some engineers from other schools and play a fun sport while you are at it. All skill levels are welcome and we will be heading down to Mississauga to play on Friday afternoon.

The current plan is to send out a survey in the next week or two about the content of our LCD screens throughout engineering. So keep your eyes out for that and please share it with all of your classmates so we can make the LCDs great for everyone.

Our AdComm, Jasmine is also starting a Human's of EngSoc campaign soon and needs your help. She will be putting out a call for submissions soon and the more responses we get, the more content we get to post. So please help her out by filling out the form for us.

Goals Update

Internal Communication	
	Website Revamp – The website is still in progress. The plan is to have it completed this term.
	Updating Branding Guidelines – Aim to include accessible advertising guidelines in. Currently researching best practices.
	Media and Marketing Procedures - Piloting a new submission form system for advertising and marketing to streamline the advertising process. The process is going to be reviewed at the end of the term.
Miscellaneous	
	LCD Screen Updates - Plans to update the LCD displays to display content that engineers want to see. Will be circulating a survey about the content you want to see in the coming weeks.
Conference Transparency	
	Conference Website Migration - Once the new website is complete, the plan is to move the conference website content over so that the website is easier to find.

Appendix B

Title	Look a ship, filled with Sponsors, A... Sponsorship if you will[Sponsorship Committee]
Mover	Executive
Secunder	
Spirit	To fill the seats of the Spring 2018 Sponsorship Committee
WHEREAS	A sponsorship committee is required to allocate the sponsorship portion of the budget for the Spring 2018 term
AND WHEREAS	There are five spots that need to be filled on the committee
BIRT:	The following five members will be elected to serve on the Sponsorship Committee: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

Acronym Bingo

<u>CND</u> – Coffee and Donut Shop	CRC Council Review Committee	<u>GradComm</u> – Graduation Committee	CFO – Chief Feedback Officer	FEDS – Federation of Students
ECIF – Engineering Capital Improvement Fund	ESSCO – Engineering Student Societies Council of Ontario	WEC/OEC/CEC – Waterloo/Ontario/Canada Engineering Competition	FOC – Federation Orientation Committee	CRO – Chief Returning Officer
IST – Information Systems and Technology	EWB – Engineers without Borders	WEEF – Waterloo Engineering Endowment Fund	MATES – Mentor Assistance Through Education and Support	SFF – <u>Sandford Fleming</u> Fund
BOT/MOT/EOT – Beginning/Middle/End of Term	P&P – Paul and Paula Plummer Awards	<u>WIE</u> – Women in Engineering	IRS – Iron Ring Stag	IRC – Iron Ring Ceremony
JAGM – Joint Annual General Meeting	CFES – Canadian Federation of Engineering Students	FVIC – First Year Integration Conference	SLR/W:R – Summer/Winter Leader Retreat	P***5 – Paul & Paula Plummer Participation Points



New topic



Direct Response



Point of Clarification



Indicates Circular



I Agree