

Waterloo Engineering Society 'A'

Spring 2017 Meeting #4

Date: Wednesday July 5th 2017

Location: DWE 2402

Chair: Awn Duqoum

Secretary: Thomas Dedinsky

Attendance:

1 st Year Classes							
CHEM 2021		ECE-1 2021	X	ECE-2 2021	X	ENV/GEO 2021	X
MECH 2021		TRON 2021		SYDE 2021	X		
2 nd Year Classes							
BME 2020	X	CHEM 2020	X	CIVE 2020	X	ECE 2020	X
MGMT 2020	X	MECH 2020	X	TRON 2020	X	NANO 2020	X
SOFT 2020	X						
3 rd Year Classes							
CHEM 2019	X	ECE-1 2019		ECE-2 2019	X	ENV 2019	X
GEO 2019	X	MECH 2019	X	TRON 2019	X	NANO 2019	X
SYDE 2019	X						
4 th Year Classes							
CHEM 2018	X	CIVE 2018		ECE-1 2018		ECE-2 2018	X
ECE-3 2018	X	MGMT 2018		MECH 2018	X	SOFT 2018	X
Other							
Reduced Load	X	Executive	X	Off-Term Executive	X		

Total Votes Available: 36

Total Votes Present: 27

1.0 Call to Order & Godiva's Hymn:

Time: 5:35 pm

Quorum established at 27/36 voting members present.

2.0 Approval of Engenda:

Motion:	Approval of Spring 2017 Meeting #4 Engenda	
Mover:	Soft 2020	
Second:	Tron 2019	
Amendments:	<ul style="list-style-type: none">• Move 7.5 to the spot occupied by 7.2• Strike 7.6 since Abdullah doesn't have it ready	
	Motion:	Amend the Engenda
	Mover:	Executive
	Second:	Off-term Executive
	Result:	Motion Passes
Result:	Motion Passes	

3.0 Approval of Minutes:

Motion:	Approval of Minutes (Spring 2017 Meeting #4)
Mover:	Nano 2020
Second:	Syde 2019
Result:	Motion Passes

4.0 Course Critiques Guest Speaker

- About 3 years ago, started a process to have a unified course evaluation in order to run them the same way across different course
- There has been good progress, and most faculties use the same online process. Engineering started in Winter 2016.
- People have been cautious to online as people thought response rate would plummet.
- Before conversion: 64%. After conversion: 59%. Fall 2016: 66%
- We're encouraging instructors to give time in class to fill it out during the two week period. You can fill it out even if you miss the class time though.
- Wanted to come up a set of common questions for all courses.
- The questions we have right now were used in the 1980s. Courses have changed since.
- Since then there have been more project-focused and online courses. The current questions don't get at those types of teachings.
- We've come up with new questions and the Engineering faculty has given their feedback on it. It will take some time before it gets approved though.
- Engineering is a bit different compared to other faculties. It is a working relationship between the faculty and the students in running it.
- Students screening the critiques is the envy of every other faculty, except no other faculty has the trust in their students for that process.
- So thank you, as you make this job positive!

- Critiques started on Tuesday, close a week from Friday.
- Ask instructors if they will give time if they haven't mentioned it already.
- D: The transparency through this process has been incredible, so thank you.
- Q: Has it gone completely paperless, since there was some resistance from other professors?
- A: There are 6 courses, 4 professors still being done on paper. The people we gave the opportunity to keep paper have not been given tenure. It is a very small number that took that approach when we gave them a choice, so they feel comfortable with the data. If you fill out the paper one, please treat it like the online one.
- Q: How about professors who aren't working towards tenure.
- A: If they started with paper, they can keep with paper until they get tenure or switch. If you are a new hire or are not, automatically online.

5.0 WaterlooWorks Guest Speaker

- Susan Stewart, Stefanie (co-op) presenting.
- We've gone through and collected all of the feedback over the months, and we wanted to go through the top concerns.
- We've been working with Pat (VP Academic), there's a survey that you can fill out! It's open until next Friday. We've had 300 responses so far, 150 are from Engineering.
- Open jobs in a new tab - it was causing performance issues, we're bringing it back within the next couple of weeks
- Don't want to log into WW to read messages - Information messages only will be given in the email, specific/action emails you need to log in though.
- Q: Why was that implemented at all?
- A: For us and all of the messages are in the system and they can see the complete records vs
- Interview notification emails going to have full text or do you have to go into WW?
- It's just going to say in the header of the email. You'll just get the notification and you can log in. We might look into putting in the job title/company in the email.
- Researching jobs while not in work term? - System built on being unemployed/on-term. It will change the fundamentals, and employer profiles are a new thing coming next year where you can find their jobs/info sessions, you can get alerts when the post jobs, we have options
- UI is clunky and doesn't take good use of space - Clunky design was a conscious decision. Scrolling is a bit meh, but vendor is going to work on some of that stuff. We would either have to pay them extra or wait.
- Working with Vendor so they get your feedback, and are constantly working on improvements?
- Q: What changes are they making? Are they able to get rid of columns you don't want to see?
- A: Time and money will see, we'll look into it.
- Q: How much money? Controversial how much money will go into them.
- A: Money partially is on the constant contract for maintenance.
- We're looking into student input before we make those decisions that cost money.
- Q: Is one of the features being able to remove applied/expired jobs from short list?
- A: One of the things, looking into it.
- Jobs are a bit difficult to apply.

- We have an app limit because we don't want people to spam apply. We want a good balance so it's not easy.
- Why do I have to do a Cover Letter, an Other, etc.?
- If the employer requested it, then they want it, otherwise they would screen it out.
- Q: Before in the past it would say Cover Letter required and I still got an offer without using a Cover Letter. Employers should know they might reduce applications.
- A: Fair point.
- Q: I don't think they are realizing it's forced, some people don't want to and it reduces quality, and some employers don't want to read all of them.
- A: Not sure what employer thinks, good point.
- Q: With job postings there are interviewers that people don't know what the job they're interviewing you for is.
- A: Good points.
- Q: After main round, my documents went missing besides Grade Report and Work History. Why?
- A: See me afterwards.
- Q: Grade report have to fix?
- A: Good point.
- Q: For Jobmine, when a company rejected us we got our application back. Why is it not like this in WaterlooWorks?
- A: When started, there was no app limit, and we surveyed people and they were mixed, so we didn't request it. Company added it on the request on another school, and it's basic so we can still pay for the extra functionality if it's priority.
- Q: Not selected for an interview, still say "Applied" and "Open" even though they can't pick me.
- A: There's the two fields that clarify what your status is.
- Q: In main round, three jobs were extended past first round, and only one job went to Not Selected even though the other two have already Selected.
- A: Some employers don't want to show that, they have an easy option.
- Q: I can't find my documents as well.
- A: You are off-term, there should be a filter so you can see them
- D: Should be on the spotlight that there should be a filter.
- Q: You know how they display the warning "Should have own transportation" but it's not in the job description sometime. Is it a checkbox or is it from the data?
- A: Own transportation they click a box. Sometimes we have staff do it manually. Might have been an accident.
- Q: Can you have the messages link to other parts of WW? Like work term check in, it gave instructions but not a link.
- A: It will give a token in the future so you can go straight to the page.
- Jobs from My Program return way too many jobs
- All of the academic clusters and thematic clusters map to your program. If an employer chooses that program, it might not be applicable but it would get in. Plus junior vs senior discrepancy. Use it as a starting point.

- Q: I was getting a “Teaching a Mental Patient” job in my “My Program”.
- A: There was a bit of a glitch with bad mapping that has been fixed. We’re getting experience with this as people had no context with how these clusters were going to work. Try the advanced search.
- D: Varies by program.
- A: We might change it to “Jobs that might be relevant”.
- Strawpoll: Majority wants to add questions, we’ll do a quick scroll first.
- D: Biomed it worked, on Jobmine we got 15 options, now we have more. Maybe don’t group us with Syde, since it was grouped by department, and we do very different jobs.
- A: Again, we want to get a few terms of experience so we can do analysis. Sometimes the employer might not know the program (i.e. Biology vs Biomed having different interests).
- Q: It closes 24 hours before your interview, and if you have a conflict, you can’t see the people list.
- A: Working on it.
- D: I had to do a manual swap after the slot closed.
- A: We have to get things moving at some point
- Q: Staff aware? Submitted an interview conflict form, and CECA staff said to try to switch with an employer.
- New documents replace old documents - Once we bring in purge functionality we’ll look into it
- Hire Waterloo/Co-op - need to be clear to employer. Co-op is co-op jobs, and Hire Waterloo is every other type of job.
- Rankings being a separate page - Bigger now, but we’re definitely looking at it.
- D: We were sent out instructions how to rank, but we weren’t told where, so at least include instructions
- Q: Didn’t WW go down during last term?
- A: First week with the main round interviews, we had a lot of performance issues, and our testing we were getting hit with errors with employers trying to schedule interview so we had to fix it. After that, it settled down.
- Q: I was under my employer’s applications even though I was already working there.
- A: See me after.
- Q: Employers were asking for videos and github links for the “Other”, but you can only upload pdfs. At least tell employers that.
- A: We’ll tell employers
- Preferred names - We’re working on it.
- Q: For people who get a crappy log in name and don’t get hired because it looks bad to employers. It took three years to get it fixed and so much effort.
- D: Employers can see the email that has their quest id?
- Timeout isn’t elegant - you don’t even know that you’re timed out and have trouble with things like typing
- Also people have to log out of WatIAM to switch users - working on it.
- Implemented changes page will be updated monthly.
- Q: What’s the use of the Skills Profile?

- A: Not a lot of feedback, we used it in Jobmine to tap students for jobs with low apps that have specific jobs. Looking into having employers be able to submit a preferred Skill Set.
- Useful URLs:
- <https://uwaterloo.ca/co-operative-education/waterlooworks-news/waterlooworks-functionality-spotlight>
- <https://uwaterloo.ca/co-operative-education/waterlooworks-news/waterlooworks-feedback-response/response-all-other-feedback>

6.0 Executive Updates

6.1. President – Abdullah Barakat (president.a@engsoc.uwaterloo.ca)

- JAGM went well!
- Volunteer for Engineering 101. We need volunteers!
- July 14th is Engineering Day. Inflatables, food, Jim Pike, Tool, and more!
- Purple colour throw will happen at noon that day, tell your friends, come out!
- Next Thursday at July 13th we're having a leadership info night. People who wanted to get involved/get informed. Exec will have a presentation/Q&A
- Next/last council meeting is July 19th in POETS, 5:30, Potluck. First years are appetizers, second/third years are main, fourth years are dessert. Excel doc with food will be sent out, Exec will bring pomegranate juice as mandated.
- If you don't bring food, you will be fed last. If there's not enough food and you don't bring food, you might not get fed.
- Also only one person from the class has to bring food.
- Q: Tools presence has been strong, what metrics?
- A: Been at a lot of events, well received, and people are engaged in SCUNT and tool.
- Q: How many purple hard hats are left?
- A: 1.

6.2. VP Communications – Steven Jia and Céline O'Neil (vpexternal.a@engsoc.uwaterloo.ca)

- Steven made a report on communications survey, report link is in Engenda.
- Snapchat filter, still getting approved, hype
- EngSoc Media Team, link to Flickr in Engenda, they've been great.
- Q: Are the pride photos up somewhere?
- A: Most, still editing some.

6.3. VP Academic – Patricia Duong (vpacademic.a@engsoc.uwaterloo.ca)

- Thanks for asking lots of questions for course critiques/WW
- Survey is out for WW, encourage class to fill it in, we need numbers to have impact in terms of prioritization of functionalities. WatPD survey report has also come out, please read it and give Pat recommendations.
- Do people want to publish an official report for the exam bank investigation? This is discussing looking into giving professors access to the exam bank.

- Strawpoll: We want a prettier one published later.

6.4. VP Operations and Finance – Michael Beauchemin
(vpfinance.a@engsoc.uwaterloo.ca)

- ECIF proposals will be due soon. Engineering Capital Improvement Fund. We have \$2500 to allocate (plus rollover), go to bit.ly/ECIFProposals if you want to get some of that. The Calculator patch won, coveralls are coming in on the 20th, fire sale is 21st, buy them there!

6.5. VP Student Life – Mariko Shimoda (vpstudentlife.a@engsoc.uwaterloo.ca)

- Fill out event feedback forms!
- Coffee House is following next council meeting
- A bunch of fun stuff happened as well, check Engenda

7.0 Business

7.1. Open Floor Discussion

- Thank Sarah for taking class photo, 60/100 people showed up.
- Strawpoll: If your class has access to a used solutions manual/assignments, thumbs up
- Mainly positive.
- All of your events should be hosted at 8:30 outside for optimal lighting.
- Q: Can coffee house have instruments this time?
- A: We're going to have a keyboard.
- D: We have a google form up for registering performers. If you want a special instrument, let us know.
- Q: Will there be a storage place if you bring your own stuff?
- A: Orifice.
- D: People on council have extra instruments, hit them up on Facebook.
- Been in contact with FEDS VP Finance in terms of having events that are all ages and licensed in Bomber. Setting up a meeting to discuss this. We want to find an understanding between Bar Services and EngSoc.
- The university is aware we do it, they just want us to do it safe.

7.2. Optimizing the Process

Title:	Optimizing the Process
Mover:	Tron 2019
Secunder:	ECE-3 2018
Spirit:	To speed up common processes in EngSoc Council meetings
WHEREAS:	During nomination process for committees and similar matters, a vote is called to move into Camera, and then a second vote is called to move into Committee as a Whole
AND WHEREAS:	There are few situations where Council would vote not to move into Camera but not in Committee as a Whole (or vice versa)

BIRT:	To save the time of calling two separate votes, the process will be condensed into a single vote that allows speaker to move into Camera and into Committee as a Whole without calling a vote
Comments:	<ul style="list-style-type: none"> • Awn: I don't mind doing this if people want to do this, and it is okay with bylaws. • Q: When does this apply? • A: Well it's not mandated, but if council wants I'll do it. • Q: Why does this need to be a motion? • A: To inform the Speaker and the Council.
Result:	Motion Passes

7.3. CFO Time – Feedback Session

Motion:	Move into Camera and Committee of the Whole
Mover:	Nano 2020
Second:	ECE-2 2021
Result:	Motion Passes

7.4. Committee of the Hole

Motion:	Table the Motion until Next Meeting
Mover:	Mech 2020
Second:	Nano 2020
Result:	Motion Passes
Noted Against:	Soft 2018, Mech 2019

7.5. CRO Elections

Title:	CRO Elections
Mover:	Executive
Second:	Chem 2019
Mover:	To appoint a delegate selection committee for the Fall 2017 and Winter 2018 terms.
Spirit:	To elect a CRO to run the A-Society Executive elections
WHEREAS:	The Executive will finish their term at the end of Winter 2018
AND WHEREAS:	A Chief Returning Officer is required to run Executive elections to ensure that all policies are being followed and it is a fair election
BIRT:	The following member be ratified as CRO for the A-Society Fall 2017 Executive elections: <ol style="list-style-type: none"> 1. Simon Grigg
Comments:	<ul style="list-style-type: none"> • Every other term, we facilitate the elections, but the Exec are changing so we need someone to facilitate this. • Q: How much work?

	<ul style="list-style-type: none"> • A: Decent time commitment, this one Abdullah will be working with CRO in and out of term. • Running up to two or three elections, scheduling class visits for all first year visits, approving all posters, Facebook posts, making sure everything works. • Q: Can you run for exec? • A: No. 								
	<table border="1"> <tr> <td>Motion:</td> <td>Move into Camera and Committee of the Whole</td> </tr> <tr> <td>Mover:</td> <td>ECE 2020</td> </tr> <tr> <td>Seconder:</td> <td>Mech 2019</td> </tr> <tr> <td>Result:</td> <td>Motion Passes</td> </tr> </table>	Motion:	Move into Camera and Committee of the Whole	Mover:	ECE 2020	Seconder:	Mech 2019	Result:	Motion Passes
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Result:	Motion Passes								
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7.6. Director Updates

EngPlay

- Tickets are on sale

P**5

- Request to have scoring for events
- Tron 3A is dominating by a lot

Tool's 50th Birthday

- SCUNT is still happening, one hard hat left
- You can buy the patches that are in SCUNT

Semi-Formal

- On Friday, push it in the class
- You can buy tickets Thursday or Friday

Trip to the Museum

- July 15th in Kitchener
- Teach kids about Science and Engineering, really rewarding, a lot of fun

8.0 Director and Affiliate Reports

8.1. WEEF – Sarah McCurdy (weef@uwaterloo.ca)

Not here.

8.2. The Iron Warrior (iwarrior@uwaterloo.ca)

Not here.

8.3. Senate – Grant Mitchell (gwmitche@edu.uwaterloo.ca)

Not here.

8.4. FEDS Councillors - Jason Maul

Not here.

8.5. EngFOC – Daniadele LeSauvachtler (engfoc@uwaterloo.ca)

Not here.

8.6. MATES – Awn Duqoum (mentalhealth.a@engsoc.uwaterloo.ca)

No update.

8.7. GradComm - Jeffran Levy-Harvey (uwgradcomm@gmail.com)

- Class pictures are next week, Tuesday/Wednesday, tell your 4th year classmates
- If we did class pic yesterday can we use it?
- If it matches the format sure.
- 50/50, it was donated.

9.0 Varia

9.1 How many days, 'til IRS?

212 Days.

10.0 Adjournment

Time: 8:06pm

Motion:	Adjourn Spring 2017 Meeting #4
Mover:	Executive
Seconder:	Mech 2019
Result:	Motion Passes