



UNIVERSITY OF WATERLOO ENGINEERING SOCIETY 'A'

MEETING #2 –WINTER 2018 ENGENDA

Date: Wednesday February 7th, 2018

Location: E5 3101

Speaker: Andrew Dawson

[D] = Decision (Will Require Vote)

[I] = Information (No Vote Required)

1. Call to Order

2. Godiva's Hymn

3. WatPD Info Segment/Q & A

4. [D] Approval of the Engenda

5. [D] Approval of Minutes

6. Executive Reports (Appendix A)

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

6.2. [I] VP Student Life – Mariko Shimoda (vpstudentlife.a@engsoc.uwaterloo.ca)

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

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

6.5. [I] VP Communications – Céline O'Neil (vpcomm.a@engsoc.uwaterloo.ca)

7. Open Floor Discussion

8. Business

8.1. [D] Election Results and Ratification (Appendix B)

8.2. [D] Adopting The Strategic Plan (Appendix C)

8.3. [I] Let's Hold a Vote! [Selection For The Following Committees/Positions]

8.4. [D] Sponsorship Committee W18 (Appendix D)

8.5. [D] Teaching Excellence Award Committee W18 (Appendix E)

8.6. [D] Chief Feedback Officer W18 (Appendix F)

8.7. [I] ENG Computing Wants to do better. Let's Help! [Feedback Opportunity]

8.8. [D] Bring me the cookies, I need the cookies (Appendix G)

9. Director Updates

10. Affiliate Reports

10.1. [I] WEEF – Sarah McCurdy (weef@uwaterloo.ca)

- 10.2. [I] The Iron Warrior (iwarrior@uwaterloo.ca)
- 10.3. [I] Senate – Grant Mitchell (gwmitche@edu.uwaterloo.ca)
- 10.4. [I] FEDS Councillors
- 10.5. [I] EngFOC – Lexawn Normacumming (engfoc@uwaterloo.ca)
- 10.6. [I] MATES – Simon Grigg (mentalhealth.a@engsoc.uwaterloo.ca)
- 10.7. [I] GradComm (uwgradcomm@gmail.com)
- 10.8. [I] Other

11. Varia

12. Adjournment

APPENDIX A

President – Abdullah Barakat

president.a@engsoc.uwaterloo.ca

Executive Update

Hey friends, here is what I've been working on since we last met:

- I've been working with the accessibility office and our Faculty Space Manager (Karen Dubois) to discuss accessibility concerns with RCH, currently looking at quotes.
- Meeting with Bar Services to discuss the relationship between them and EngSoc, as well as how we'll be licensing POETS moving forward.
- The Faculty Survey was sent out, we have a great response rate so far! Please make sure you tell your classes to complete the survey.
- I am still working with the Undergrad Office, Engineering Computing and the Dean's Office on the Faculty Strategic Plan. It's coming along really well, and we're finalizing things in the coming weeks.
- I met with Mary to continue discussion on better utilizing student space. We took a tour of the Engineering Buildings and seeing what we could improve, and I'll be generating a report in the coming weeks.
- EngSoc will be taking over all the lockers in the Engineering buildings, so we've been working out a plan with Karen Dubois.

Goals Update

Thinking Forward

	Revamp All Existing Governing Documents – Completed!
	Creating Transition Documents for EngSoc Business Manager – Started having weekly meetings with Mary to work on this document.
	Create E7 Transition Plan for RidgidWare and C&D – Met with the IDEAS Clinic and SSDC reps to discuss the operation of RidgidWare in E7.

Miscellaneous

	Run a Mental Health Fee Referendum – This has been put on hold until everything is worked out with the Faculty, but things are looking very promising.
	Revamp EngSoc Website – Since October, the amazing website team has been working hard to create a new EngSoc website that is more intuitive to use and with more relevant content.
	Promote POETS as a Study Space Once per Week – Every Tuesday starting at 6:30 pm, POETS will be converted into a study space that is open to all students. Make sure you tell your classes!

VP Student Life - Mariko Shimoda

vpstudentlife.a@engsoc.uwaterloo.ca

Executive Update

My updates:

- Ski Trip was ggggrrrrreaaaat
- Coffee House and Engineers Read Things They Wrote As Kids went SPLENDIDLY
- Tubing Trip was amazing! All the tickets sold out!
- Next week there is:
 - Romantic Pics with the Tool on Valentine's Day <3
 - EngProv next Wednesday
 - Then we're chilling cause it's reading week
- Good luck with midterm season friends! Take care of yourselves!!

Goals Update

Event Promotion

•	More Posters! – <i>Ensure Posters for All Events Are Made Early Enough to Advertise</i> <ul style="list-style-type: none">• Making sure all posters for Feb have been made• Getting March directors to reach out to marketing
•	Modernize Event Sales – <i>Sell Tickets for Two Events Online Through Square</i> <ul style="list-style-type: none">• Planning on selling tickets for semi-formal and Engplay online• Has been cleared with Mary and Michael

Feedback

•	Event Feedback – <i>Implement Standardized Event Feedback Forms</i> <ul style="list-style-type: none">• Feedback forms have been sent out for ski trip, tubing trip, and ERTTWAK• Will create more as needed for Feb events
•	Director Feedback – <i>Gather Feedback From Directors on the Director Experience</i> <ul style="list-style-type: none">• A director feedback form is being developed

Miscellaneous

•	Transition Docs – <i>Update/Create All VPSL Transition Documents</i> <ul style="list-style-type: none">• Meetings have been booked for January directorships
•	Environmentally Sustainable – <i>Increase the Society's Effort to be Environmentally Sustainable</i> <ul style="list-style-type: none">• Looking into getting help from FEDs on purchasing more sustainably• Unfortunately compost doesn't run in Winter :(• Looking for something else to do... let me know if you have ideas!!
•	Inclusive Events - <i>Raise Awareness on How to Create an Inclusive Event</i> <ul style="list-style-type: none">• Attended an inclusivity training session by the SSO

VP Operations and Finance - Michael Beauchemin

vpfinance.a@engsoc.uwaterloo.ca

Executive Update

My updates:

- Cheques are now being issued, just waiting on FEDS to give us money
- First Fourth Year Friday was a success, hopefully we can continue the tradition and also invite your cool profs!
- Dietary Restriction Survey is out
- Had a meeting about E7 for storage and furniture
- Had a meeting about E7 for RidgidWare – let me tell you a bit about that (or read my IW article)

Goals Update

POETS and BEvERages!

Fourth Year Fridays – *Final Hurrah for fourth years*

- We are approved and had our first Fourth Year Friday licensed two weeks ago!
- Licensing on Feb 9th, 16th, and March 2nd and 9th.
- Days we can't license will go to first year classes who care (e.g. Nano 22)

Bring Back Warrior Lager – *Final Hurrah for fourth years #2*

- Warrior Lager, the POETS brew, is BACK and cheaper than other beers

Feedback

VP OF Services Survey – *Put out survey to direct my focus for the coming term(s)*

- A survey is being developed for Novelties, RW, POETS, Deals, etc.

Support Directors More – *Based on Feedback from Spring - be more approachable*

- Working on it, now that I'm able to be human again it's ok

Miscellaneous

Student Design Teams – *Fully Support and inform SDTs about all monies early in term*

- Almost done this one, just gotta put posters all over E5

Events in POETS! – *Give POETS Managers more responsibility*

- Each director is now spearheading an event
- Unprofessional photoshoot and Poker tourney are this week! Come out and enjoy
- We are running Genius Bowl, UnProfessional Photoshoot, Board Games, and Poker/Euchre in addition to FYF

Documentation - *Have all transition documentation updated by the end of term*

- VPOF half-updated, all other hasty update and will update through term. Still working on this

VP Communications - Céline O'Neil

vpcomm.a@engsoc.uwaterloo.ca

Executive Update

- 42 Waterloo students participated in the Ontario Engineering Competition in Ottawa last week
 - Special shout-out to both Innovative Design teams, who won first and third place!
 - Will be working with Robin Jardin on more formally outlining expectations for OEC competitors, so they're more comfortable and informed going into the competition.
- The First-year Integration Conference is this weekend!
- The PEO panel went really well, and attendees got to ask a lot of questions about life as an Engineer-in-training (recent graduates), not just about getting a P.Eng but also about salary, expectations, etc.
- ESSCO is currently planning a blood drive competition with other schools, and also a hockey tournament in March. More info on these when I get it!

Goals Update

Internal

Refresh LCD screens – <i>Improve usability and readability of the LCD screens</i>
Marketing resources – <i>Provide design resource bank for marketing directors</i>
Increase social media engagement – <i>Work with media and social media directors</i>

External

Select delegations for all ESSCO and CFES Conferences – <i>Work with Delegate Selection Committee</i> <ul style="list-style-type: none">• Last conference delegation (FYIC) selected!
Improve conference takeback – <i>Distill information more conveniently for council, faculty, and future VP Comms</i> <ul style="list-style-type: none">• Test-driving Congress summary document for dean's office• Included significant takeback in this update• Working on transition documents
Engage Waterloo in provincial / national advocacy – <i>Take advantage of inter-school collaboration</i> <ul style="list-style-type: none">• Contributing to ESSCO tuition working group• Mandated CFES investigation into potential mental health research

Miscellaneous

Create conference transition doc bank – <i>Help Waterloo conference/competition chairs with institutional memory</i>
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Appendix B:

Title	Election Results and Ratification
Mover	Executive
Seconder	
Spirit	To ratify the results of the Winter 2018 Executive Election
WHEREAS	An election has been run by the CRO, in accordance with the governing documents, to elect the next Engineering Society 'A' President and Vice-Presidential Positions
BIRT:	The following Members be ratified by Council as the incoming Engineering Society 'A' Executive: <ol style="list-style-type: none"> 1. President: 2. Vice-President Academic: 3. Vice-President Student Life: 4. Vice-President Finance: 5. Vice-President Communications:

APPENDIX C:

Title	Adopting the Strategic Plan
Mover	Executive
Seconder	
Spirit	To Adopt the Long Term Strategic Plan as agreed upon by both Presidents
WHEREAS	The B-Society Council accepted the Strategic Plan in Fall 2017
AND WHEREAS	The A-Society Council needs to be made aware of the contents of the plan
BIRT:	The Long Term Strategic Plan is accepted and agreed upon by the A-Society Council

Appendix D:

Title	Sponsorship Committee W18
Mover	Executive
Secunder	
Spirit	To appoint at-large members of the Winter 2018 Sponsorship Committee
WHEREAS	A Sponsorship Committee is required to allocate the sponsorship portion of the budget for the Winter 2018 term
BIRT:	The committee membership shall comprise of the following at-large members: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

Appendix E:

Title	Teaching Excellence Award Committee W18
Mover	Executive
Secunder	
Spirit	To fill the seats of the Teaching Excellence Award Committee for the Winter 2018 term
WHEREAS	There are two at-large seats available for the Teaching Excellence Award Committee
BIRT:	The following two Members will be elected to serve on the Teaching Excellence Award Committee : 1. _____ 2. _____

Appendix F:

Title	Chief Feedback Officer W18
Mover	Executive
Secunder	
Spirit	To elect a Chief Feedback Officer (CFO) for the Winter 2018 term
WHEREAS	The Society is actively seeking feedback from members in order to assist with Society transparency and continuous improvement
AND WHEREAS	A Chief Feedback Officer is elected each term to facilitate the feedback process
BIRT:	The Member listed below be ratified as Winter 2018 Chief Feedback Officer 1. _____

Appendix G:

Title	Bring me the cookies, I need the cookies
Mover	Tron 19 [Scary Spice]
Secunder	
Spirit	Call me Santa because I want me some milk and cookies
WHEREAS	The [Scary Spice] rep has recently stumbled on some very old EngSoc archives (1999 AD)
AND WHEREAS	Yes council, I had to state that is was AD because some EngSoc's got some old people and post's
AND WHEREAS	The speakers job used to include making sure council had milk and cookies after ever meeting
AND WHEREAS	I have pics so it did happen
AND WHEREAS	Andrew (old B-Soc VP Academic) is gone and so I can't write anymore mixtape motions, so I'm picking on the newest Andrew (Mr. Speaker person, ya you up there with the wrench, you are new Andrew)
BIRT:	The speaker be mandated (or asked really nicely) to provide milk and cookies at the end of each EngSoc meeting
BIFRT:	Because council has a lot of hungry bois it'll cost the speaker hella \$\$ to do that so the speaker should only bring enough for the [Scary Spice] reps
BIFFRT:	"Enough for the [Scary Spice] reps" shall be defined as two cookies each and $-e^{(-i*\pi)}$ small milk box each.
BIFFFFRT:	Failure on the speaker's part to acquire such goods shall result in nothing, under the "I'm just a piece of paper, I can't tell you how to live your life" clause. But will make the reps a little sad
BIFFFFFRT:	Please send submarine help how do I [Scary Spice Rep] do 380 ☺

Acronym Bingo

C&D - Coffee and Donut Shop	POETS – Piss on Everything Tomorrow’s Saturday	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 Foundation	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