

# Guelph Engineering Society Meeting Minutes

Week 2, September 18<sup>th</sup>, 2017

Position	Name	Present (Y/N)	Position	Name	Present (Y/N)
<b>President</b>	Valerie Bauman	Y	<b>Athletics Officer</b>	Eric Macdonald	Y
<b>Faculty</b>	Matt Demers	Y	<b>Charity Officer(s)</b>	Courtney Steingart Annie Krueger	Y Y
<b>Chair</b>	Andrew Gunter	Y	<b>Arts Officer</b>	N/A	
<b>VP External</b>	Matthew Curtis	Y	<b>O'Snap Officer</b>	Catherine Dang	Y
<b>VP Internal</b>	Matt Saunders	Y	<b>Merchandise Officer</b>	Trevor Smith	Y
<b>VP Finance</b>	Stephanie Kotiadis	Y	<b>Office Manager</b>	Katherine Rog	Y
<b>VP Social(s)</b>	Ciaran Buckley Stephanie Walton	Y Y	<b>First Year Representatives</b>	N/A	
<b>VP Academic</b>	Betty Zhao	Y	<b>Second Year Representatives</b>	Sophia Vlahos Abdullah Al Hayali	Y Y
<b>VP Student Life</b>	Sarah Rozon	Y	<b>Third Year Representatives</b>	Isabella Cardoza Amanda Nason Sunlier Yao Brennan Jay Shawn Hustins Kaitlyn Richard	Y Y Y Y Y Y
<b>Internal Development</b>	Jon MacPherson	Y	<b>Fourth Year Representatives</b>	Deanna Kerekes Haley Birrell Tiana Mistry Kevin Stewart	Y Y Y Y
<b>Professional Development</b>	Loreta Chan	N	<b>Secretary</b>	Brienne Nelson	Y
<b>Communications Officer</b>	Alicia Schmidt	Y	<b>FYEC</b>	Julia Foucault Bella Khidhir	N N



**GUELPH**  
**ENGINEERING**

# Guelph Engineering Society Meeting Minutes

## Agenda Details

Motion to approve of last week's meeting minutes

Owner- Kevin Stewart

Secunder- Matt Curtis

For- 19

Against- 0

Abstain- 2

Motion passes

### 1. Valerie Bauman (President)

#### 1.1 Robert's Rules and Voting Overview

- recap: (hand gestures on last week's meeting minutes)
- voting: will now write positions on paper and hold them up to count as a vote
  - year reps have 2 papers (2 votes among them)
  - makes it clear to see who/what positions are voting
- quorum: currently not explicitly defined
  - wish to define quorum at AGM

Matt Curtis:

Quorum: amount of people that we need here to run meeting (2/3)

- passing is done by majority
- problem is that this could result in a poor representation of a motion that effects the whole student body
  - Matt Saunders and Matt Curtis are working with other schools to add something to the constitution that will be things clear that depending on what motion we are trying to pass, how many people we need to vote

Matt Saunders: As of now, if 2/3 of EngSoc is here and majority vote yes, motion passes

Sarah Rozon: Thumbs up/thumbs down?

Val: If you think something is a good idea, just give a thumbs up and same with bad idea/thumbs down

#### 1.2 Office Hours

- office hours have started, everyone has been trained
- if someone comes to you unhappy, direct them to Val to help them out
  - lockers: redirect to Matt Saunders

#### 1.3 ESSCO PM

- hosted ESSCO PM on weekend (with almost all engineering societies in Ontario)
- any questions or interested in hosting (directed to junior years) contact Val

#### 1.4 Study Space in THRN

- "lounge launch" last week
- a lot of feedback on how it changed
- how it came to be that we "donated the space":
  - last fall, it was up for debate who the lounge belonged to (EngSoc or school of engineering)

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- found that admin and faculty have constraints on certain common areas (couches in atrium, colours in lounge)
  - because of constraints, school of engineering took responsibility for the lounge (no longer EngSocs responsibility if it ever was)
  - engineering wellness wanted a relaxation place, came to council to look for feedback from council
    - council did not give much feedback
    - uog wellness sent out a survey over the summer, then changes were made to the lounge but were not reflective of engineering wellness's vision
    - has now been changed, taken away some study place, amplified lack of study space in thrn
      - people feel it's been taken away, no space
      - what did not happen:
        - 3 EngSoc execs who were on wellness did not go over council's heads to change the space
        - please do not hold that against our peers
        - encourage friends to put in feedback to help with study space situation

## 2. Matthew Curtis (VP External)

### 2.1 ESSCO PM

- went very well, thank you to who helped and offered
- every VP external and presidents from almost every school came together for what they want ESSCO to do on behalf of students in Ontario
  - not a lot of students know about ESSCO which causes lack of legitimacy
    - pushed for more events that would let general students to participate and not just people on engineering societies
  - have held ESSCO hockey and ESSCO rugby in the past for general students, however hesitation due to liability
    - worked on with MacMaster → competition between schools for charity
      - Steph Walton's idea: across school blood drive (prize of merchandise from ESSCO for whichever school gives more blood per capita)
        - wrote a motion to mandate the ESSCO execs to make competition, make guidelines, get in contact with Canadian blood services, facilitate the competition and have an across Ontario blood drive
          - they will give information on how it will be run between November and December
            - hopefully run blood drive in January
  - VP External from Western, MacMaster, and Ottawa had a presentation on tuition for engineering students across Canada
  - asked that we don't share information right away: tuition in Ontario is way more extensive than any other province, working to figure out why and relay to student body
  - will relay other small talk in a report in the next two weeks, any other questions ask Matt

### Sarah Rozon:

- talks on career planning
- Ontario Society of Professional Engineers (not PEO)
  - represents professional engineers and students who graduated with an engineering degree
    - focus of talk was changing stigma from "engineers serve the world" to "engineers lead

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the world”

- focusing less on the publicity from when things go wrong and more on when things go right
- talked to other organizations on how they deal with allocation of their club space and distribute resources to clubs

## 2.2 CFES PM

- Canadian version of ESSCO
- meeting at St Francis University in Vancouver this weekend
- ESSCO will speak on behalf of the students in Ontario
- update after next weekend

## 2.3 CFES Student Survey

- 30 by 30 → initiative to see all provinces in Canada, 30% of the credited engineers be female by the year 2030
- since this, more funds towards PEO targeting that demographic
- survey for population of Canada
- wants input from students to see what else they would like CFES to advocate for
- will post link to survey on EngSoc Facebook page
- everyone do it and give class announcements (year reps) → share on Facebook pages, with friends, etc
- more surveys we complete, the better it looks on Guelph and gives better representation

## 3. Matthew Saunders (VP Internal)

### 3.1 Constitution Approval Vote

Propose motion to accept constitution

Owner- Matt Saunders

Secunder- Val Bauman

For- 19

Against- 0

Abstain- 3

Motion passes

Kevin Stewart: Suggestion → if you move things on OneDrive, share where they went

Sarah Rozon: Will share AGM minutes from last year on OneDrive

### 3.2 Lab Fund Update

- running week 5 this year
- all online system for creating lab fund purchases
- Betty Zhao: If you request in fall can you use it in the winter?
- Matt Saunders: Lab fund is supposed to go per semester. If you get funding for a semester and don't use it, technically you lose the funding. When it comes to clubs, usually more lenient.
- last winter, overran lab fund by \$30 000
- have a university endowment fund, but this will likely still be a problem
- would like AGM to pass a motion to raise lab fund fee for all students

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- Waterloo charges \$85 per semester (ours is \$40)
- would like to raise to \$50

## 3.3 Locker Update

- if anyone comes to you, tell them to email Matt
- cutting locks off Wednesday night at 5:30
- after that things will be kept in EngSoc office as lost and found for a few weeks, labelled with locker numbers
  - if in the office and someone comes to claim it, give it to them
  - locker sign ups on Friday morning at 8:00am
  - help for Wednesday or Friday would be appreciated

Scott: Suggested \$10 fee instead of deposit for lockers

Matt Curtis: Rules for speaking rights if a nonmember attends a meeting (Scott)

Matt Saunders: Non-members do not have speaking rights

Matt Curtis: If someone wanted to come and speak, should contact someone on EngSoc. If they came just to attend and wanted to speak, they should ask someone for speaking rights.

Sarah Rozon: Locker sign up was chaotic last year. We should put in place some type of system to ensure people who were there first have priority (sign-up sheet?)

Shawn: Issue with sign-up sheet: people could then leave and come back

Ciaran Buckley: People could sign multiple names

Shawn Hustins: Hard to get proof for (if someone leaves and comes back)

Steph: Sign-up sheet and get a number?

Matt Curtis: Good idea but would need someone there super early

Matt Saunders: Bring any other points to him after meeting

## 4. Sarah Rozon (VP Student Affairs)

### 4.1 EngSoc Stamps

- in office there are stamps for engineering society events, please do not stamp things without knowing it is an approved event (clubs must be reapproved every year)
- someone stamped without it being reapproved
- email Sarah before stamping if unsure

Ciaran Buckley: Please stamp things nicely (upright, top corner, professional)

### 4.2 Club Budgets and Budget Review

- clubs submit Wednesday
- will give a list of affiliated clubs in her folder

## 5. Stephanie Kotiadis (VP Finance)

### 5.1 Budget Approval Vote

- sent most current version of budget today
- recent changes are not on it but are very small

Motion to pass fall budget

Owner- Matt Curtis

Secunder- Ciaran Buckley

For- 16

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Against- 0

Abstain- 0

Motion passes

## 6. Stephanie Walton (VP Social)

### 6.1 Corn Roast Update

- Saturday 30<sup>th</sup>, 2017 – shut down by 11 (starting between 3-4)
- need someone to be PO (not drinking at corn roast)
- please volunteer for set up or take down

## 7. Betty Zhao (VP Academic)

### 7.1 Academic Feedback Box/Form

- it is in EngSoc office, anonymous feedback about classes, TAs, profs
- when you're locking up you can leave it outside
- alternatively, go online: [bit.ly/soeacademicfeedback](http://bit.ly/soeacademicfeedback)

### 7.2 Sleep Workshops

- free food Thursday and Friday 11:30-12:30 workshop in wellness lounge

### 7.3 Food/Drink in Labs and Accreditation

- happening in November
- NO food and drinks in lab
- if accreditation officer is roaming, could lose accreditation

Courtney Steingart: Way for us to tell everyone else?

Betty Zhao: Class announcements, tell friends, will be in announcements

## 8. Val Bauman on behalf of Julia Foucault (FYEC)

### 8.1 CSA Seats for ENGG Students

- 2 seats available to represent CEPS → if interested stay tuned to weekly announcement

### 8.2 Furniture for Free and/or Donation to CEPSSC Lounge

- stuff previously in lounge and tall freezer can be donated to CEPS or first come first serve
- should freezer be free for all or do we want it?

Katherine Rog: If you can't get rid of it, sustainability office will get rid of it (furniture swap)

Ciaran Buckley: If it isn't taking up too much space, keep it and find uses for it

Abdullah Al Hayali: Any complaints about it?

Val Bauman: They think it is confusing for students, not being used for intended purpose, don't really have a spot for it, figure were getting rid of it

Alicia Schmidt: Do we have a general student fridge?

Val Bauman: Yes, in lounge

Alicia Schmidt: Don't keep freezer then, more to clean up

Anne Krueger: Not eco-friendly

Ciaran Buckley: Rule for clean out?

- blue couches? → Donate to CEPS

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## 8.3 CBS/CEPS Club Fair

- October 2<sup>nd</sup>, 2017
- come and promote science clubs, more info email Sarah Rozon, will also be on announcements

## 8.4 Better Sleep, A Wellness Workshop

- Thursday 11:30-12:30
- free food

Matt Demers: Supposed to encourage "C-PES" because CEPS sounds like a disease

## 8.5 Oweek Wrap-Up and Big Buddy Appreciation

Steph Walton: Oweek wrap up Wednesday at 5:30 in thrn 1200

- brief slideshow, announce winners of scavenger hunt
- no pressure to come
- brass taps Thursday at 5:30 (free snacks) big buddies and EngSoc are invited

## 8.6 ENGG Pubs

- 3 ENGG Pubs this semester in Peter Clark Hall
- September 28, October 26, November 23
- doors open at 10:00pm
- 5\$ in advance 7\$ at doors, sales start this Thursday in office
- all majors welcome, all ages, wear coveralls

Steph Walton: no first year reps, haven't checked first year schedule

## 8.7 Engineering Peer Helpers

- follow engg peers on fb
- relevant tips for first and second years → year reps encourage them to follow as well

## 9. Catherine Dang (OSnap Officer)

### 9.1 Oweek Photos

- are in her onedrive file
- a lot of good photos

### 9.2 OSnap September Issue

- September issue is out
- right by office → look at them to get ideas for article lengths, etc

### 9.3 October Articles

- collecting by Friday this week so it will be published beginning of October
- could interview one of your friends for an article

## 10. Anne Krueger & Courtney Steingert (Charity Officers)

### 10.1 Can We Run? Relay

- Thursday September 21<sup>st</sup>
- need participants
- 3 people relay, 1km each

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- raise donations for Guelph food bank
- baton is food item to be donated
- wear coveralls

## 10.2 Teeter-Totter-a-Thon

- next Tuesday and Wednesday
- the giant teeter totter made of a telephone pole going for 24 hours
- Tuesday at 5:00pm to Wednesday at 5:00pm
- Branion Plaza
- money for Guelph women's shelter
- collect donations
- typically over \$1000, last year over \$1200
- everyone on EngSoc is required 2 hours there
- bring friends
- sign up going in office, fill out by end of tomorrow (Tuesday)

## 11. Eric MacDonald (Athletics Officer)

### 11.1 Intramurals

- enough players to make 4 teams
- 2 ultimate Frisbee teams (start Thursday), soccer team (October), bubble soccer (October)
- if anyone wants to sign up late, direct to Eric's email
- "Run engg run" running group starts tonight

## 12. Katherine Rog (Office Manager)

### 12.1 Office Fridge Rules

- cleaning out fridges on Fridays at 5:00pm
- won't throw out containers
- put a sticker if you need to leave something over the weekend

## Discussion:

Val Bauman:

Beef

1. No led lights in office
2. Hate when course outlines aren't published until a week after classes start

Butter:

1. SOPM at Guelph
2. Steph K writes best articles
3. Hammocks are good
4. Pickle Rick
5. Catherine's O'Snap article was amazing
6. Year reps filling out important events calendar

Steph Walton: Very allergic to nuts, please do not bring nuts in the office

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Matt Saunders: first year elections pushed back a week

Motion to adjourn

Owner- Andrew Gunter  
Second- Sarah Rozon  
For- unanimous