

# Guelph Engineering Society Meeting Minutes

Week 3, September 25<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 Steingert 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	L
<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 N Y N Y N
<b>Internal Development</b>	Jon MacPherson	Y	<b>Fourth Year Representatives</b>	Deanna Kerekes Haley Birrell Tiana Mistry Kevin Stewart	Y Y Y N
<b>Professional Development</b>	Loreta Chan	Y	<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

### 1. Matthew Saunders (VP Internal)

#### 1.1 Arts Officer Elections

Motion to amend EGM to AGM in meeting minutes

Owner- Val Bauman

Secunder- Ciaran Buckley

For- 21

Against- 0

Abstain- 0

Motion passes

Motion to approve meeting minutes

Owner- Val Bauman

Secunder- Matt Saunders

For- 22

Against- 0

Abstain- 0

Motion passes

### 2. Valerie Bauman (President)

#### 2.1 Week 2 Successes & Opportunities

- o-week wrap up for first years

- sleep workshops

- big buddy appreciation

#### 2.2 Office Hour Expectations

- any questions about being in the office, when/if you need to close, let Val know

- do not ever leave office unattended, always lock up

- post in email group or send email out if you need someone to take your office hour

#### 2.3 Atrium Dedication Event

- atrium is being dedicated to a couple who made a large donation on October 17

- allowed to bring guests, if it would be valuable for you to go (running an event, would like to speak to some alumni), talk to Val

#### 2.4 December 6 Memorial Update

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- small committee planning a memorial for the women killed at Polytechnique
- if interested in getting involved in, let Val know
- planning poster campaign to get it out (any ideas, contact Val or Betty)

## 2.5 Faculty Council Update

- last week was the first faculty council meeting
- school is hiring a third party consultant to evaluate how the school is running, write a report and make recommendations on what to improve on
- interviewing people, getting data
- we asked consultant to interview students as well, she agreed (committee of 8-10 students, all years), have not decided which students yet to have fair representation
- if interested or have feedback, give to Val or Betty
- end of October

Loretta Chan: What is the interview about, safety?

Val Bauman: Faculty has been getting complaints about workload, internal things in school.

Betty Zhao: Year reps: If you want to mention in class announcements, if students have anything they want to say or be included. How does your class feel about the overload on courses?

Sarah Rozon: This is just the school of engineering, not all of Guelph?

Val Bauman: Yes.

Val Bauman: Year reps should always be looking for feedback from their classes.

## 2.6 Semester Goals for EngSoc (from CEPSSC)

- meeting with CEPS president this week
- she is asking for goals for EngSoc:
  - understanding and improving the study space in Thrn
  - cleaning off surfaces that we offer students (lab fund, events)
  - improving connectivity with other schools (conferences and other events)
  - any other goals, let Val know

## 3. Matthew Saunders (VP Internal)

### 3.1 Lab Fund

- applications for lab fund are online
- if you are on lab fund committee (Val, Jon, Matt S., Steph, Matt C.)
- make sure applications pass constitution
- link in EngSoc related email for application

Matt Curtis: Is there a direct link online?

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Matt Saunders: Should be one in announcements, if not it will be out tonight.

## 3.2 EngSoc Trophy Refurb Vote

- trophies are starting to get overcrowded
- will not be able to put new stickers on trophies when we award them next winter
- would like to add wood to make room → \$150

Steph Kotiadis: Is there space in cabinets to store bigger trophies?

Matt Saunders: Yes.

Motion to allot funds to refurbish trophies

Owner: Matt Saunders

Secunder: Betty Zhao

For- 13

Against- 0

Abstain- 1

Motion passes

## 3.3 Locker Discussion

- lockers went well, about 125 names with 113 given out
- email Wednesday with more information
- once email is sent out, people will come to EngSoc office to get their combination
- \$10 if they do not pay, they do not get their combination
- database on the drive, mark down if they paid

Betty Zhao: Where do we put the money?

Matt Saunders: There will be a lock box separate from the register.

## 4. Matthew Curtis (VP External)

### 4.1 CFES PM 2017

- attended CFES in Vancouver
- Friday → general introductions with executive council and commissioners
- Saturday → executive and commissioner updates with action plans and submission of budget
- attended discussion on academic issues:
  - 2 years ago, the CFES created a position of VP academic (wanted a student advocacy position)
  - working groups: student workload and mental health, teaching quality, coop issues
  - academic integrity, experimental learning vs traditional

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- started these working groups and plans on update in January
- attended a big discussion on planning to budget aside 5000 euros:
- based on a motion that would be presented on the Sunday to form a new organization Coalition of International Engineering Students Organization (CIESO)
- to facilitate an international engineering competition
- member on executive council on CFES for 3 years has been working towards this
- submitted executive motion to allow us to budget aside 5000 euros to facilitate meetings with: CFES, North American Engineering Students Council (NAESC), a German organization, Board of European Students and Technology (BEST)
- we would facilitate small conferences for organizations, then BEST said they would set aside \$5000-\$7000 in legal fees
- headquarters would be set up in Belgium
- motion passed after being debated for almost 3 hours
- hesitation from Quebec schools
- certain regulations in school that they can't vote on something with money unless it's a constitution, but constitution could not be made without money
- as of now we are primary members but will be reviewed in 2018
- will be submitting a report and taking questions

Val Bauman: Was it brought up that CFES changes every year so it might not make any progress?

Matt Curtis: CFES does not hold stakes, this says that we are a member and that we can vote on things (creating its own entity). Feud that if we don't do this now, will it happen in the future? Has been in talk for 2 decades.

## 4.2 Student Survey

- every school should have 10%, we sit at 2.5% right now (do the survey)
- will allow Canadian federation to advocate on our behalf
- gives off info on how we feel about student and mental health, stress and co-op
- most effective way would be go out to 10 friends and make them to the survey

Betty Zhao: How long does it take?

Matt Curtis: 10-15 minutes

## 5. Sarah Rozon (VP Student Affairs)

### 5.1 Budget proposals

- motion to amend the budget to add 2 things (\$20 for table for clubs, \$9 to be reimbursed for donuts)

Owner- Sarah Rozon

Secunder- Matt Saunders

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No vote (under \$50)

- looking into making meeting room in Richards available for all clubs in the 5:30-7:30 time slot to use for meeting and also during the day for a study space

## 6. Stephanie Walton & Ciaran Buckley (VP Social)

### 6.1 Corn Roast

- all booked
- no security guards yet
- offering \$200 for the night if you know anyone with a security license
- must volunteer for either set up or take down (both is appreciated)
- \$10 back for doing one of two shifts
- spreadsheet with description of roles and time slots
- if you have a car please note it on sheet, or if you have full G for driving the school truck
- if you sign up please make sure you are there
- if you can't, not a big deal but send us an email
- anyone able to be a sober person for event → Eric MacDonald

## 7. Betty Zhao (VP Academic)

### 7.1 VP Academic Update

- spoke to Dean of Academics for CPES
- last year, classes had 2 different professors teaching 2 different sections → would like to prevent that for a more consistent course
- would like to clarify vague instructions on what to write on cheat sheets (potential risk of losing marks on exams)
- academic misconduct: old midterms?
- she said it is okay, even finals as long as there is no plagiarism
- for consistency: she debated with associate director of undergrad studies and he said the professor of the course and they can do whatever they want
- cheat sheet: will be brought up at next meeting with him

Parking Lot:

- sheet at each meeting
- if you miss agenda deadline, you can add your item to the end of the meeting

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

### 8.1 Teeter-Totter-a-Thon

- starts tomorrow
- email sent today telling you your shift → posted on Facebook group too

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- need volunteers before 5:00pm tomorrow to watch the cannon (can do homework, movie, friends)
- teeter totter and collecting money starts at 5:00pm
- if you have coveralls, bring them
- bring friends
- Betty and Tiana added "white ribbons" this year

Betty Zhao: The white ribbon campaign is for violence against women, normally give white ribbons around December 6<sup>th</sup>, but since we're raising money for a women's shelter we'll have white ribbons to raise awareness

## 9. Alicia Schmidt (Communications Officer)

### 9.1 Tech Coordinator Budget Proposal

- motion to add something to the budget
- website stuff: both domains needed to be renewed, the former tech coordinator put his credit card on and had auto renew on
- he was charged \$119.88 for network renewals and would like to be reimbursed

Matt Curtis: Is the website being used? Are we getting anything from reimbursing this money?

Alicia Schmidt: Yes, it's being used.

Matt Curtis: Since when has he been charged?

Alicia Schmidt: Since 2 years ago.

Motion to add \$119.88 to the budget to reimburse former tech coordinator

Owner- Alicia Schmidt

Secunder- Sarah Rozon

For- 14

Against- 0

Abstain- 0

Motion passes

## 10. Parking Lot

Betty Zhao:

- Free button making Tuesday, Sept. 26 in the wellness lounge from 11:30-3:30
- Video on consent
- Free tea

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Katherine Rog:

- fridge in wellness lounge is fixed

Beefs:

- no printer in office

Butter:

- Val's yummy treats
- Getting wished a happy birthday even though I'm not there (Kevin)
- Happy Birthday Kevin
- shout out to val we <3 you

Motion to adjourn

Owner- Val Bauman

Secunder- Sarah Rozon