

UNIVERSITY OF WATERLOO ENGINEERING SOCIETY 'A'

MINUTES FOR MEETING # 5 – FALL 2014

Date: November 19th, 2014

Location: POETS

Speaker: David Birnbaum

Secretary: Michal Kononenko

Attendees:

Cohort	Status	Cohort	Status
1A Biomed	PV	2B Geo	A
1A Civil	PV	2B Mech	A
1A Chemical	PV	2B Tron	PV
1A ECE 1	PV	2B Systems	PV
1A ECE 2	PV	3B Civil	PV
1A ECE 3	A	3B Chemical	PV
1A Enviro/Geo	A	3B ECE	PV
1A Management	PV	3B Management	A
1A Mech 4-stream	PV	3B Mech	PV
1A Mech 8-stream	PV	3B Nano	A
1A Tron 4-stream	PV	3B Software	PV
1A Tron 8-stream	PV	4A Chemical	PV
1A Nano	PV	4A Enviro	A
1A Software	A	4A Geo	A
1A Systems	PV	4A Mech	A
2A Civil	PV	4A Tron	A
2A Chemical	A	4A Nano	A
2A ECE	PV	4A Systems	A
2A Management	PV	<i>President</i>	PV
2A Mech	PV	<i>VPP</i>	PV
2A Nano	PV	<i>VPI</i>	PV
2A Software	PV	<i>VPX</i>	PV
2B Chemical	PV	<i>VP Ed</i>	PV
2B ECE 1	A	<i>Off-term president</i>	PV
2B ECE 2	A	Total Votes	31/50
2B Enviro	A	Quorum Established	True

Legend:

Present	P
Present and Voting	PV
Absent	A

Total Votes Available: 50

Total Votes Present: 31

Beginning of Engenda Items

1. Welcome/Call to Order

1.1. Welcome/ Call to Order

- Meeting called to order at 5:36 pm
- Quorum established at 31 votes present

2. [D] Approval of Engenda

2.1. Approval of Engenda

- *Motion:* Approve the Engenda for Meeting #5
 - *Mover:* Mechanical 2018
 - *Seconder:* Software 2018
- *Result:* Motion passes unopposed

3. [D] Approval of Minutes

3.1. Approval of Minutes

- *Motion:* Approve Meeting #3 and #4 Minutes
 - *Mover:* Chemical 2017
 - *Seconder:* Management 2018
- *Result:* Motion passes unopposed

4. Business Arising from the Minutes

4.1. [D] General Meeting Proxy Vote – Appendix A Leila Meema-Coleman (president.a@engsoc.uwaterloo.ca)

- *Reading of the motion by speaker*
- *Speaking to Motion:* President A
 - Some people who want to proxy their votes to general meetings are unable to do so, as their potential counterparty already has a proxy vote
 - The process should be made easier, but not to the extent where a few members holding a lot of proxy votes can swing the vote in their favour
 - Consequently, the executive has proposed this motion to increase the number of allowed proxy votes to two proxy votes per attending member
- *Discussion:*
 - Since this motion affects the bylaws, this motion will need to be passed on BSoc in the winter term as well
- *Motion:* People Travel for Co-op
 - *Mover:* President A
 - *Seconder:* Mech 2018
- *Result:* Motion passes unopposed

4.2. [I] Paul Harlick Award Leila Meema-Coleman (president.a@engsoc.uwaterloo.ca)

- *Speaking:* President A
 - This award is given out to class reps in honour and memory of Paul Harlick, a student in Waterloo Engineering
 - The recipients of this award have gone above and beyond the call of duty to engage their students, and get as involved as they could in EngSoc
 - This term's award goes to Lin and Patricia from Chem 2019.

5. New Business

5.1. [D] Commissioner Ratification – Appendix B Leila Meema-Coleman (president.a@engsoc.uwaterloo.ca)

- *Speaking:* President A
 - The commissioners for the Summer 2015 term have been chosen. They are
 - Speaker: David Birnbaum
 - Student Life Commissioner: Abdullah Barakat
 - Communications Commissioner: Ola Suchon
 - Waterloo Engineering Competition Commissioner: Peter VanderMeer
 - Student Services Commissioner: Adelle Vickery
 - Outreach Commissioner: Devansh Malik
 - Commissioners report to the executive, and their responsibility is to manage the directors
 - As a consequence, this position carries a higher level of responsibility than that of a director, and so to provide accountability, the commissioners must be ratified each term by council
- *Motion:* Amend the motion to include the names of the selected commissioners
 - *Mover:* President A
 - *Seconder:* Chem 2016
- *Result:* Motion passes unopposed
- *Motion:* New team!
 - *Mover:* President A
 - *Seconder:* Chem 2017
- *Result:* Motion passes unopposed

5.2. [D] CRO Election – Appendix C Leila Meema-Coleman (president.a@engsoc.uwaterloo.ca)

- *Reading of the motion by Chair*
- *Speaking:* President A
 - The executive term will end at the end of summer 2015, and so a new executive team will need to be elected.

- Consequently, a Chief Returning Officer (CRO) will be needed to run the executive elections.
- The job will be similar to the CRO this term, and will consist of
 - Monitoring that all electoral policies are being followed by the candidates
 - Administering the voting system
 - Visiting classrooms, especially 1st year classrooms, to raise voter turnout
- This job is more involved than a directorship
- Anyone running for this position will also be forbidden from running for an executive position during the term.
- *Discussion on position prior to nomination:*
 - Keep in mind that any nominees will need to be on stream for the Spring 2015 term. This means that 1st year 8-stream students, and students that are on co-op for Spring 2015, will be ineligible to run for CRO
- *Motion: Move into camera*
 - *Mover:* Chem 2017
 - *Seconder:* Chem 2015
- *Result:* Motion passes unanimously
- *Motion: Amend to motion to state that Soheil Koushan will be the new CRO*
 - *Mover:* Mech 2018
 - *Seconder:* ECE 2018
- *Result:* Motion passes unanimously
- *Motion: Almost new Exec time!*
 - *Mover:* President A
 - *Seconder:* Management 2019
- *Result:* Motion passes unopposed

5.3. [D] Expansion of ERC Purview – Appendix D

- Reading of the motion by chair
- Speaking: Mover
 - Put forward after discussion at ERC meeting
 - ERC was created to study exec
 - Scope of the committee is open to interpretation
 - This motion will itemize deliverables to the committee
 - Will allow for documentation for bodies operating tangentially to officers in EngSoc
 - Not saying that the committee will have to provide restructuring
 - Will ensure that all responsibilities are listed
 - Will remove unaccounted responsibilities

- Increasing this scope will not preclude that other committees need not be formed
- Speaking: Seconder
- Creating speaker's list for and against
 - Speaking Against: Prez, VPF, VPED, SLC,
 - Speaking For: Offterm pres, Mech 18
 - Speaking: Pres
 - This does not add much workload
 - But the reading of the motion does
 - Arguing that this is not necessary
 - Tried to do current state of Executive and determine who reports to who
 - That's what we wanted to rearrange in the Exec Structure
 - Committee should not be commenting on society improvement without getting feedback on council
 - This might have been a good idea on joint council
 - But arguably, we have 3 or 4 months to pass
 - Would like to bring this to BSoc as well
 - The committee also wasn't consulted
 - Speaking: Offterm pres
 - Arguing that committee itself shouldn't be pushing for or against
 - Want to see what council wants from the committee
 - Explicit that the exec should be restructured or a strong case made why should stay the same
 - If anyone has suggestions for amendments, that would work.
 - Important that we work for you, not other way around
 - Speaking: VP Finance
 - Created to review Exec Structure
 - Just rewrote governing documents in Fall 2012, and again in Summer 2014
 - If the committee is busy enough with what they're doing, why add more?
 - In the original motion, the committee gets consultation from current and past exec
 - These documents need to be worked on prior to Joint Council, and there's no feedback
 - Speaking: Adelle
 - Majority of ERC is against it, 4 of 6 are against, 1 would like to amend, and only 1 is for
 - Board and General meetings are being reviewed.
 - Looked at after a year of being a thing anyway
 - There's no reason council can wait after ERC is done
 - Council Review committee is already happening at Joint Council

- Speaking: VP Ed
 - By changing scope after the committee after is being created
 - Adding extra work, which is not fair
 - Amending the motion to strike BOD and General Meetings
 - The motion that initiated board and general meetings says it will be reviewed anyway
- Speaking: Prez
 - Not in motion, but generally agreed upon that there will be reviews
- Motion: Amend the motion
 - Mover: VP Ed
 - Seconder: Man 2018
- Speaking to motion: VP Ed
 - Speaks for itself
- Discussion on amendment:
 - Abdullah: If the intent is to do it, doesn't mean we shouldn't mandate it
- Direct response: Leila
 - We've had maybe 3 or 4 board meetings, and had only 1 general meeting
 - Can't recommend much based on meetings that doesn't have to run yet
- Difference, "high-level overview" shall include potential areas of potential improvement for society
- Overlooking what that society should do, not changes that would benefit the society
- Speaking: Allyson
 - Discussion seems to be that people don't think we should be reviewing BOD and Meets too soon
 - Would be detrimental to ERC not to look at duties of EngSoc as a whole
 - Looking at what board covers and what meeting covers is a good idea
 - This committee does not prevent a more thorough review happening
- Speaking: KMac
 - What tangible benefit will we get for a review? When we could be focusing on improvements to Exec structure. This is outlined in the governing documents
- Speaking: Allyson
 - So is exec
- Speaking: Leila
 - Not accept current state, but Leila is arguing we need to accept current state
 - Not knowing about current state to see how it works

- Speaking: Annamaria
 - Evaluating benefits, evaluating where under the structure each falls
- Motion: Call to question
 - Would making this amendment be less report?
- 5.3.....1. Two less documents they would need to write
- Call to question drops
- Vote on Amendment
 - 25 for
 - 1 against
 - 3 abstaining
 - Amendment passes
- Speaking: Annamaria
 - Would like to keep looking at commissioners
 - Should re-evaluate where the commissioners should go under the executive change
 - Direct response: Leila agrees
 - Would remove council from amendment. Would mandate ERC to write a report
 - Wouldn't increase load since that is what ERC will be doing anyway
- Motion: Strike council from the list of mandates
- Mover: Pres
- Seconder: VP Ed
- Speaking for: What was the purpose of having council there?
 - ERC thought that council was closely intertwined with council, mandate is to create a document for council outlining items 1, 2, 3. Outlining who reports to council
- Vote
 - 19 for
 - 6 against
 - 4 abstentions
- Amendment passes
- Speaking to main motion as amended: Ola
 - Is council OK with mandating the committee to do this even though they were probably going to do this
 - Direct Response: ERC motion was vague, clarifies what council would like to see
 - Will allow council to improve mandate
 - Does not include ERC workload, pres is in favour of it
- *Reading of the motion*
- Vote:
 - **28 for**
 - **2 abstentions**
- Motion passes

6. Executive Reports

6.1. [I] President – Leila Meema-Coleman (president.a@engsoc.uwaterloo.ca)

- *Speaking:* President A
 - The E7 Referendum passed on A Society, but the referendum will not become official until the referendum goes to BSoc to pass.
 - Council members will be informed about the result of this vote
 - The study space is now guaranteed in E7, but other services in E7 are subject to change.
 - Syllabus bank
 - Implementing the bank has been a difficult quest, but the project is being pursued anyway
 - CSEs and TEs will be included in the syllabus bank
 - The board of directors has been working on a procedures document, in order to codify board procedures.
 - Directorship applications are open. If you want to create your own, speak with the executive.
 - The feedback committee has had less discussion this term than was planned, but still enough to perform its duties. These duties will resume in the summer.

6.2. [I] VP External – Heather Smith (vpexternal.a@engsoc.uwaterloo.ca)

- *Speaking:* VP External
 - The National Conference on Women in Engineering, or NCWiE, was held last weekend.
 - There were many interesting sessions about how Engineering can increase the diversity of its student and educator body.
 - A panel will be held in POETS to discuss results from NCWiE
 - FYIC, First Year Integration Conference applications are open
 - The conference starts on Friday and ends Sunday
 - If you are in first year, it is recommended to apply
 - All accommodations and living expenses for the conference are funded by the faculty
 - FYIC will be held at Laurentian University in Sudbury

6.3. [I] VP Education – Joshua Kalpin (vpeducation.a@engsoc.uwaterloo.ca)

- *Speaking:* VP Education
 - Few significant meetings were held since the last EngSoc meeting
 - However, steps are being taken to improve co-op for the engineering departments, specifically ChE.
 - ChE has expressed concerns about job availability
 - Student feedback is being sought on the matter, and will serve as a template for co-op improvement policies over the summer

- A survey on health and safety over co-op terms will also be administered, due to concerns that health and safety at work is not receiving requisite attention during student training.
- A meeting with Environmental and Geological engineering representatives was also held. Meetings with Nanotechnology Engineering representatives will also be held. Please contact your academic advisors.
- If there is feedback, feel free to contact

6.4. [I] VP Internal – Puneet Natt (vpinternal.a@engsoc.uwaterloo.ca)

- *Speaking:* VP Internal
 - Semi-formal was held this Friday, with 411 tickets sold!
 - Congratulations to the commissioners for a wonderful job this term and the new commissioners for the summer

6.5. [I] VP Finance – Kevin McNamara (vpfinance.a@engsoc.uwaterloo.ca)

- *Speaking:* VP Finance
 - A lot of behind-the-scenes work happened this term to streamline EngSoc's account books
 - A lot of work was put in to the VP Finance position

7. Affiliate Reports

7.1. [I] WEEF – David Birnbaum (weef@uwaterloo.ca)

- *Speaking:* David Birnbaum
 - The WEEF Council met yesterday
 - The total requests amounted to \$210000, with the majority of the requests coming from departments
 - 42 out of 47 classes were present at the allocation meetings, significantly above quorum
 - The WEEF Board of Directors will meet next Wednesday, where the allocations will be ratified
 - Allocations will be published after ratification
 - The WEEF Secretary performed admirably in his duties

7.2. [I] Senate – Allyson Francis (allyson.francis@uwaterloo.ca)

- *Speaking:* Allyson Francis
 - The 2015-2016 calendar will not interfere with Orientation Week
 - The first day of class in autumn will be on September 14th
 - Exams will start on December 8th and end on December 22nd
 - There will be a class on one Saturday during the semester
 - The results of the Fall Reading Week referendum have been provided to the Senate
 - A Senate task force will provide a formal report of the referendum to the Senate

- Allyson Francis is a member of this task force
- The Co-op start date will be in August, 2 weeks before the term starts
- A contingency plan is currently being drawn should November 11th be declared a statutory holiday

7.3. [I] Iron Warrior – Leah Kristufek

- *Speaking:* Joshua Kalpin
 - The last issue comes out this Friday. If you wish to contact the newspaper, please send a report to iwarrior@gmail.com

7.4. [I] FedS Councillors – Julian Wang

- *Speaking:* Julian Wang
 - FedS appoints five councillors for each Faculty, elected from the ranks of the faculty.
 - If you are interested in running for FedS councillor, elections will be held in February
 - The term of office begins in May
 - The Engineering Senator position is also open. The elected senator would hold a two-year term. For more details, ask Allyson Francis
 - FedS executive elections will also be happening, encourage people on co-op to vote as well. Leila is running for FedS president, wish her luck!

7.5. [I] EngFOC – Hannah G., Ben M., Nicola M., Matt VG., (engfoc@uwaterloo.ca)

- *Speaking:* Nicola Muzzin
 - The other 3 FOC are on co-op, will be present in the winter term
 - All FOC will be on co-op next summer
 - FOC is currently in a transition process, being briefed on activities of the previous year's FOC
 - Instructions for applying for FOC will be given out sometime next week
 - Applications will be done through LEADS, with instructions given in an email.
 - Interviews will be held this term and next term

7.6. [I] Graduation Committee – Elizabeth F., Derek J. (gradcomm2015@gmail.com)

- *Speaking:* Elizabeth Foran
 - An event will be held on Friday
 - Elections for the 2016 Gradcomm chair will be held soon
 - Gradcomm wishes to thank council for a great term, as well as the 2015s for having an awesome term before the previous term

8. Varia

8.1. How many days 4th years?

- 79 days until IRS

9. Adjournment of Meeting

9.1. Adjournment

- *Motion:* Adjourn the council for the term
 - *Mover:* Tron 2015
 - *Second:* Chem 2015
- *Result:* Motion passes unopposed
- *Meeting adjourned*
- *Term adjourned*

Appendix A:

Title	People travel for coop
Mover	President A
Second	Mech 18
Spirit:	To increase the number of proxies per person for the Joint General Meeting
Whereas:	Currently each member may hold maximum one proxy
And Whereas:	The Joint General meeting is open to all students both on coop and in school
And Whereas:	It may be difficult for students away on coop to find a member to proxy to
BIRT:	By-Law 1, Chapter III, Section E be amended to read: Section E: Voting 1. At each Joint General Meeting, each Member of the Society holds (1) vote. 2. At each Term General Meeting, each On-Term Member of the Society holds one (1) vote. 3. A Member may proxy their vote at a General Meeting to another member. a. A method of proxy, approved by the Board of Directors, shall be defined in the notice of the meeting. 4. No member may hold more than one (1) proxy vote at a Term General Meeting. 5. No member may hold more than two (2) proxies at a Joint General Meeting.

Appendix B:

Title	New team!
Mover	President A
Second	Chem 2017
Spirit	To ratify the Spring 2015 commissioners and speaker
WHEREAS	The Executive selected qualified candidates from the applicants for the

	commissioner and speaker positions
BIRT	<p>The following members be ratified as the commissioners and speaker for the Spring 2015 term</p> <p>Speaker: David Birnbaum Student Life: Abdullah Barakat Communications: Ola Suchon Waterloo Engineering Competition: Peter vanDerMeer Student Services: Adelle Vickery Outreach: Devansh Malik</p>

Appendix C:

Title	Almost new Exec time!
Mover	President A
Seconder	Management 2019
Spirit	To elect a CRO to run the A-Society Executive Elections
WHEREAS	The Executive term is finished at the end of the Spring term
AND WHEREAS	A chief returning officer is required to run the Executive Elections to ensure all policies are followed and it is a fair election
BIRT	<p>The following member be ratified as the CRO for the A-Society Spring 2015 Executive Elections</p> <p>Soheil Koushan</p>

Appendix D:

Title	Expansion of ERC Purview
Mover:	Chemical 2017
Seconder:	Mechanical 2018
Spirit	To expand the purview of the Executive Structure Review Committee
WHEREAS	ERC was created at Joint Council 2014 “to investigate the current structure of the Engineering Society Executive Positions” and “present its recommendations at a joint meeting of the Societies in Spring 2015”
AND WHEREAS	This is a limited scope in relation to the overall running of the Society
AND WHEREAS	No tangible deliverables were mandated
BIRT	ERC’s scope be expanded to include investigation of possible high-level changes to the executive structure, including realignment of all key roles and responsibilities. For example: “finances”, “events”, “communication”, etc.
BIRT	ERC’s scope be further expanded to include the Commissioners, Officers,
BIRT	ERC’s Spring 2015 recommendations must include a proposed executive

	structure, and motions for the governing document changes to accommodate said structure
BIRT	<p>ERC present with its recommendations, documents for each of the following</p> <ol style="list-style-type: none"> 1. President 2. Each of the proposed Vice President positions 3. Each of the Officer positions 4. Each of the proposed commissioner positions
BIRT	<p>Each of the documents outlined above shall include</p> <ol style="list-style-type: none"> 1. Executive, commissioners, directors and committees that report to said position/governing body 2. Responsibilities of said position/ governing body 3. High-level overview of the main role of the position itself, in addition to its listed responsibilities. This shall include potential areas of focus for society improvement.