



**McMaster Engineering Society  
Council Meeting Agenda  
November 29<sup>th</sup>, 2016  
ETB 124  
7:00pm**



**ALL ATTENDANTS: Please inform President of your presence.**

**Approved Absences:** Levi Brown (academic), Jimmy Nguyen (academic), David Hobson (illness), Cameron Ehrentraud (midterm), Jocelyn Lee (late, midterm)

**PROXY: (Person for person)**

**Quorum Count:**

**Ratification of the Agenda**

Amend ratification to agenda: vote for new chair

Open to nominations: Mitch Kurnell

Vote for Mitch Kurnell to act as Chair Passed

Ratification of the Agenda Passed

**Ratification of Last Council Meeting's Minutes**

Passed

**Motion 01: MCAH**

Motioned by: Conor Crump  
Seconded by: Neha Baqai

Whereas, the MCAH Student Competition Team is representing McMaster University in the MCAA Student Competition 2017 with conferences in Denver CO. and San Diego CA.

And Whereas, the high cost of travel is a large burden on the team members.

BIRT the MES allocates \$1400 from the special projects fund to the MCAH Student Chapter for the MCAH Student Competition

Conor: we've been representing McMaster for the last 10 years internationally, and do really well at competitions. All mechanical contracting firms are aware of McMaster because of us, and we want to keep this success alive, and are asking for your support

Motion passes

**Presentation and Voting: Co-Orientation Coordinators**

**Candidates 1: Taylor deVet and Stephanie Koehl**

Who we are: worked together in several environments (Venture, Committee → GEK, move-in, and photography were our responsibilities). We work really well together and in our post Welcome Week discussions, we found a lot of things we liked and a lot of things to be improved. Due to this and our leadership experience, we decided to run.



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Taylor: I'm from a small town with a Lion's Chapter and became vice president then president of a youth Lion's community club, and am still a mentor to this group. The group supports the vulnerable people in our community, and it was a good experience for leadership experience over friends.

Stephanie: I am the co-director of Delta Hacks, McMaster's Hackathon. This is a collaborative programming event for students in Ontario. The project focuses on real-world change. I am in charge of a logistics, sponsorship, and relationships team. I'm in charge of 23 people and over 100 volunteers.

Our Plan: Positive momentum: we really enjoyed the past two Welcome Week's with new positive initiatives to include a broader spectrum of students. We now cater to all students. Inclusivity training is a very good new addition. Strong personal reflection results from SAS presentation. More education in general is a positive.

Campus presence and diversity: Being present at SSC events, since they also affect first years. We also want a diverse rep team with a wealth of experience to connect with each first year student.

Communication: Good feedback to reps. People who were cut were confused because they only had positive feedback earlier, so honest feedback is important. Good faculty relationship is to be continued, and other planners feel engineers run move-in, and want to feed from our successes.

Diversity in Eng Day: Announce diversity group reps (NSBE, Comp Sci, WiE, EQ, etc.) doing their own very small events, hang out with other people

Discussion:

Mike Meier: Next year, there is a new IBEHS program. How do you tackle the mix of two faculties? Some students want more Health Sci, others want more Eng.

Maria White: They'll be on their own, they are not strictly apart of Engineering Welcome Week.

Graeme Crawley: About the negative comments about fitting in with the faculty, what is your response to those?

Stephanie: The entrance average rising means a different demographic. In addition to high-energy events having low-key or academically-inclined events would be beneficial. Coding or Arduino projects to be expanded to different streams.

Taylor: having more projects during Welcome Week

Mike Meier: What are the worst qualities in your partner?

Taylor: Working together, Stephanie is very involved in all things, which leads to stress. Needs to be directed and focused, and I'm the opposite. I over-focus and stress over that. This balances out between us.

Steph: I would be really stressed over many parts of this Co-OC Presentation. I valued Taylor's positivity. I'm not positive or bubbly. Taylor struggles with sad people or relating.

Parsa: Any potential event ideas for Comp Sci/ B. Tech inclusion with Eng I? How do you create a sense of "all in the same faculty"?

Steph: There are many similarities between the three. I'm a comp sci student, which is very similar to Software, so having an event to tie the two together would help. I don't know about B. Tech.

Taylor: This diversity in Eng day will help them feel more at home. Even Steph felt put out from Eng, so this is something we're cognisant of. So we're focusing on things such as comp sci students finding other comp sci students.



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Marc Peters: How would you remove bias in picking committee and then reps?

Taylor: we're both similar and low-key people, so we'd look for balance in our committee to command attention. The rep team went really well by looking for well-rounded people with good qualities, and it worked out as a well-balanced team.

Steph: A diverse committee will help create a diverse rep team. Racial and gender diversity will lead to reps that are more diverse.

Taylor: But we're not doing quotas. It's an awareness, not a strict guideline.

Becca: Based on your jobs this year, how do you plan to carry out your plans next year?

Taylor: Nate and I were in campus presence position. It didn't really work out that way. More meetings with committee would help and we'd like to avoid down days when reps just aren't around campus. So something to draw more reps to campus. Just be present, even if you aren't doing much.

Steph: I was social media, but Ian McArthur was MES PR Director. I was trying to coordinate with Andrew Cook, and between the three of us, there wasn't much communication so jobs fell through the cracks. I want to coordinate with outsiders who want to send in really good pictures for us to upload.

Nate: Tryouts are a big time constraint. Is the group question you propose taking out of individual questions and what is the benefit of this?

Taylor: all other planners we have talked to have this. Differences between reps come out better this way. We hope the group question forces thinking outside the box and differentiating in those groups. We figure out differences this way and this cuts down on time because it would be a question we would ask everyone anyways.

David: I transferred to Mac, and my memory of Welcome Week was getting a t-shirt, and that was it. It's probably because I was off-campus. How do you reach out to students who don't make friendships in residence?

Taylor: I was a commuter and didn't have this problem. I had a lot of friends that knew what they wanted to do. Alternative programming will pique interest of off-campus students to come to campus. Res students go by the inertia of everyone else going.

Rahul: Do you have any experience with money? This is a \$65,000 project.

Steph: As a part of Delta Hack, I manage a \$35,000 budget indirectly.

Taylor: I asked Mike a lot about the budget throughout Welcome Week and we've found a few issues and worked through them. My mom is an accountant so I've always had an interest in it. I was also treasurer of the Lion's group for a year.

Ryan: Welcome Week is stressful. Your 140 reps also have their own stress alongside yours for the week. How do you handle stress and complement each other?

Steph: I get stressed out at little things. I need someone like Taylor telling me it's okay. Delta Hacks has helped me with that through feedback and communicating with people as much as possible. The more info you have, the less stress you have. Once you realize how to deal with the problem, your stress goes away, since most stress comes from ambiguity. Organization is helpful for me.

Taylor: I stress myself out a lot by over-thinking all of the things I have to do. By working through them one-by-one, I am able to deal with my stress better. Whenever I'm stressed out, I take a pause and look at it, and take it piece by piece. I'm good at resolving stress myself. If someone else helps, I can talk myself out of it. In terms of reps, I'm good with dealing with that. If I didn't know how to deal with it, I know someone who I could direct them to.



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Meshael: How would you handle negativity towards Redsuits, specifically from other faculties?

Taylor: Communication with their planners. They want to know why our team understands things such as move-in. By sharing these practices, they can tell their reps and be more on par with us. Often they send new reps who don't know what they're doing, so communication solves the problem.

Steph: during welcome week, if we could communicate with other planners. For example, if a group of reps wasn't doing anything, I'd ask other planners if I could talk to their reps and give them tasks, or tell planners to talk to their reps.

**Candidates 2: Nick Alvarez and Nick Aubry**

A little bit about ourselves: great teamwork, time management, been here a long time, and have been good friends for a long time. Why us?

Alvarez: I've learned to lead a team of engineers to accomplish goals and manage money through my internship. I've seen Welcome Week through a budgetary and a rep side. My four years at Mac have taught me a lot about this school and faculty.

Aubry: I've learned to organize, including EOHSS and room bookings through The Event. I can work with the faculty towards a common goal through Chem Eng Club, where I was a faculty liaison. I've also had many autonomous leadership positions where I've been responsible for myself. Otherwise, I'm used to a leadership position in very very diverse fields.

Why us together? We have done a lot together as a team. We work well in tandem.

Our Plan: Michael Boulous did a great dodgeball tournament this year. We were thinking of doing this for first years to bring them together. We also want a carnival style day on a lull day with no events to bring reps out and raise money for Shine. We also need to optimize Eng Olympics to cut down on rush and disorganization. Lastly, we want a culture plan for 2017. All reps from before the Songbook are graduating this year, and this gives us a chance to define what Mac Eng is, and set us up for success and avoid a "relapse". We want to work with creative students for new cheers and new songs, since this is the heart of Mac Eng. I've worked with the Board of Advisors, and I'm aware of the MES's long term goals. We have a detailed schedule for how selections will run. We want to set quantifiable criteria for a good Welcome Week rep, this is why we have a lot of time for selections. We will have quantifiable information for reps who got cut and want feedback. This takes away bias from friend groups by having number-based selections.

What welcome week means to us:

Aubrey: The continuity I experienced between Eng Experience Weekend and Welcome Week meant a lot for me.

Alvarez: I met a kid named Steven this year, and I stopped him after his 1D04 midterm when he considered dropping out. I sat him down and had a conversation, and he is still here to this day.

We would make a great co-OC pair because we've worked well together for so long, so we are naturally a good pair.

Discussion:

Lauren: About your timeline, that time is busy for students. How do you make sure that they can still be successful students within your timeline?

Alvarez: we want to communicate this timeline far in advance to make sure there aren't big conflicts



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Aubrey: school does come first, we're engineering students. The application process needs to be upfront so we're familiar early on.

Becca: With a quantifiable standard for picking reps, how do you avoid the bias of a committee seeing someone with a number as soon as they walk in, based on previous experience with the people?

Alvarez: Bias is minimized through looking at every committee member's numbers.

Aubrey: And numbers aren't the be-all-end-all, committee members can still have outside input from any intimate knowledge.

Alvarez: But the numbers still give us a fallback and something to consider for feedback

Aubrey: And the numbers aren't set in stone, they consider that we need a diverse rep group with different skillsets.

Mike Meier: What have you learned and changed since applying for Co-OC last year?

Aubrey: I've become self-aware through group work of my own weaknesses. A lot of this group work was with Alvarez, so that's where I realized he balances me well. I've learned where my weaknesses lie since last year.

Alvarez: After Co-OC tryouts last year, I assumed I could just be a committee member, so I applied with little effort. When I didn't make committee, I realized I had to give 100% into this process or I would fail. But it's not a failure, it was a learning opportunity and I've learned how this process works more intimately.

David Philpott: How do you address students who aren't outgoing? You're both outgoing and your plans re: chants and stuff appeals to that. What programming do you have in mind for the other students?

Alvarez: we didn't mention it because Mike and Lauren did a fantastic job addressing that this year through board game nights, campfires, and other events that didn't run as "alternate" events, but at the same time as over events. We have ideas for quieter events, but Mike and Lauren did a great job with introducing them and that gives us a very good idea of where we're going with these types of events.

Aubrey: Quiet people might be turned off by "Alternative" programming, so just regular programming at different times that play to different types of people is a must.

Haleigh Longo: Communication is a problem between committee and reps. How do you have more open conversations?

Alvarez: Transparency goes a long way. As exec, we bring big changes to council. As Co-OC's, we'd bring big items to reps. We'll have transparent communication throughout the week using social media.

Aubrey: Right now, Co-OC's manage committee who manages pods. To accomplish Welcome Week, this breakdown must exist. We'd place emphasis on comfort with pod leaders. This will tie into our committee selection.

Alvarez: Pod leaders must know how important they are too. I've had bad experiences with absent leaders, so they must know that they have to support all reps.

Mesh: How would you cater to SAS students with needs to make students more comfortable with reps?

Alvarez: It's a challenge for reps, but sitting in circles and emphasizing slower events allow a relaxed sit-down environment to foster this.

Aubrey: And there are different kinds of reps who are inclined towards 1-on-1 chats. The variety of people will give at least someone that the students will be comfortable with.

Alvarez: We also hope the video we show humanizes reps as students who are here alongside you. I want to emphasize that we're not here to judge as authority figures, we're here for your sake and to make sure you have a good time.



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Mike Sucharda: Handling a rep team and a committee involves a lot of small and big decisions. How do you incorporate your committee into some of those decisions, since you two are so close?

Alvarez: As VP Finance, big decisions always went to council and my opinion always changed due to what I learned when I talked to other people. It's not the Nick A Welcome Week, it's the Mac Eng Welcome Week. We may be the leaders, but we're not the smartest people in the room. We can't run a Welcome Week, but we, our committee, and our reps can. We have no problem sharing information but working with committee, exec, and council, we'd handle more sensitive issues.

Mike Barbosa: B. Tech and Comp Sci students don't feel like they belong. How do you include these students?

Alvarez: A song that equalizes all three. When big crowds chant things, it somehow becomes seen as a truth, so we would like to break down those walls with camaraderie.

Aubrey: It's a big part of our Culture Plan to move forward with inclusivity.

Marc Peters: You guys are pretty laid back. How do you ensure reps know when to be serious, and when to laugh?

Alvarez: We're personable, but we also have a serious side. We're trying to impress you, so we won't lay down the law here. But when it comes down to it, we can have a serious side where we set out consequences and take a defined line of when we're being serious or when we're joking.

Aubrey: It sucks when someone has to snap to get a point across, but if the reason is properly communicated instead of yelled, open communication will help people accept these serious discussions. We want to focus on constructive criticism instead of just criticism.

Desmond Flowers: How does your committee schedule work with the break? Also, how do you reach a wide audience of students outside the loop with such a tight and close timeline?

Aubrey: They will have a week outside the break itself to do a committee application.

Alvarez: Rep and committee selections are a couple months apart. Also, for committee, you have to have experience as a rep so we can communicate through the rep team groups that committee applications are open. For reps, we're going to try to reach as many engineers as possible. Ian, our PR Director, will help with this. Info nights will also be accessible, we will advertise with posters, and take every avenue to get the word out there.

Maria White: What role do you feel the Faculty plays in planning and leadership?

Aubrey: In terms of the Culture Plan, we want to work with the Faculty and MES Board of Advisors to set our direction. We want your take on the past few years and moving forward. Both of us enjoy working collaboratively, so we hope this process goes well. We're not exactly sure how to involve you with small details, but we want you integrated in the big picture.

Alvarez: Welcome week is also an opportunity for students to see what the Faculty and ECCS does for students, and we want to advertise these services.

### **Candidates 3: Max Guan and Jack Toller**

Looking back: Having contingency is key. I learned this through my start-up. These contingency plans need to be adequate for our purposes.

Looking forward: Quench buggies need to be used more effectively (location-wise), and we want to especially develop the health sci relationship. Our stigmas and egos need to go away, and our first years should go have fun any way they want.



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WW Rep Health and Safety: healthy reps means better experiences for first years.

Comp Sci and B. Tech Inclusivity: Talking to B. Tech and Comp. Sci reps, they've said they feel lost in a sea of Eng I, and it's hard to find reps in their own streams. Barbosa was a good example of being proud of your program, and this is a role model we hope to have. Our shirt idea creates a "faculty of engineering" idea vs. a separation between the programs. Having them all level makes everyone aware that they're supposed to be doing activities together.

IBEHS program integration: We cannot do this alone. We know one of the Health Sci planners already for collaboration. This ties into our particular health sci faculty love.

Discussion:

Mike S: With the decisions you guys make, how do you plan to effectively use your committee as well as yourself in making those decisions?

Max: I think one of the biggest things is transparency. One of the biggest things for me is that I want to make sure committee is involved in the decision. Everyone has an opportunity to speak, and everyone is in the loop. Like you said, we are a very diverse pair, and I think that is one of our strongest strengths.

Jack has an unbiased opinion of how the committee worked last year. I can come in and say this idea might not work because I know how the budget works.

Jack: Whereas I might be pushing for something because I don't know that it won't work.

Haleigh: I know some people are afraid to talk to Co-OC's. How would you increase approachability?

Max: to keep smiling. Smile to your reps, your first years, your committee. Mike and Lauren did a great job sending emails and keeping everyone involved. It was super helpful. Approachability is a big thing. If you are the person in charge, you have to be approachable.

Mike M: You mentioned giving an identity to b-tech and comp sci students. What ideas do you have? Can you elaborate?

Max: We were thinking of making an event for just b-tech or comp sci students, but we don't want them to be excluded. So if there are specific reps to talk to those students, it would help with identity. It would also be up to the committee as well.

Jack: We could have an introductory thing with first years to give them a run down and invite them to all events.

Brian: A lot of people say that the co-OC role is a lot more planning, but it is arguably actually a lot more human resources. What past experiences do you have that gives you the necessary skills?

Jack: Is this for when things get stressful? Or in general?

Brian: Last year, we had reps come up to us with personal issues, and co-OC's have to deal with it. What experiences do you have to handle those situations?

Jack: I have a lot of experience working with kids. Kids are pretty emotional, and I have experience running that down and addressing the issue and dealing with it the best I can.

Max: I was on committee last year, and I dealt with a lot of that. I also have a big role in Max Robotics. I was the contact for HR, so I am the first point of contact for anything that happens within our employees/students. In terms of being in an HR role, that was my experience there.

Marc: You say you plan on keeping engineering traditions alive, however there are some traditions that aren't as great. How do you plan on regulating which traditions are ok and which aren't?

Max: Being a co-OC is kind of like laying down a brick. In the past years, that foundation has been laid



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down, and we will do our best to put those bricks down as well. We can't make too many changes in one year. For example, it might be better to push things to the next year to have a smooth transition.

Marc: How about regulating songs?

Max: In the past, we have talked to the faculty about what is ok and not ok. We have a lot of people making sure we stay just under that line. In terms of songs, we don't need to bring those back in terms of traditions, but there is a new program. So hopefully we can start new traditions with cheers and songs. It's a great opportunity to start something new.

Victor: Both of you seem energetic. How do you plan to minimize the bias to less energetic applicants, and make events catered to quieter students?

Jack: That would start with building a diverse committee. We understand that we are both energetic, so we want a diverse committee. This would allow individual members to reach out to students.

Max: That is one of the things we learned from last year. Having a diverse committee is great. For example, Stephanie led one of the events we had during the Eng Olympics, a Hackathon. That is one of the benefits of having a diverse committee, and we want to promote that.

Ian: In what way do you guys see yourselves as Co-OC's helping your committee with time management? Because there is such a long gap between tryouts, selections, and Welcome Week. What way do you see yourself governing the entire committee and all of Welcome Week to make sure it comes together?

Max: Just something I am bringing back from organizing a lot of things, one of those things is having milestones/checkpoints. It goes back to contingency. We make sure it is halfway done, and frequent check-ups are a must.

Attendee: Regarding the b-tech and comp sci changes, how do you plan on choosing the reps for those? Because you need more people to get involved to accompany those reps to give them more information.

Max: I want to clarify that we don't bias our decisions as to who to pick in terms of how many types of reps we need. One of the biggest things is having the past reps be advocates, such as coming out to events in these groups. We have a lot of these guys that come into the community and show themselves off, so these are the stepping stones to implement it. We might not get a lot of b-tech and comp sci students next year, but hopefully we will lay the foundation for future years.

Ug: How will you ensure the students in the new program will be included, because there are no reps in those programs.

Jack: In the presentation, we talked about how we have to be in close contact with the faculty planners from health sci. It's the first year this is happening, so I suppose we could advocate for the bio-reps towards that.

Mitch (CRO): It's not 100% sure what will be happening with the IBEHS students yet, so a lot of it is still up in the air.

Max: One of the biggest things is we are willing to work with the faculty to include everyone.

Dan: I've sat through two years of these presentations, and a lot of the things you guys want to do are what everyone wants to do. So what makes you guys different and why?

Max: Our diversity and energy. I know when I approached Jack to be my running mate, it was because I heard from other reps how he has impacted their experiences, and how he has been a huge mentor to first years. He is in Welcome Week for the right reasons. He sees the big picture.

Jack: Once we get our committee going, I will be pushing for new ideas, whereas Max will be there with experience to know when to say something won't work. However, I will really fight for these new things.



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Ian: What if something comes up where either working relationships with your committee doesn't work well, or with the faculty, or other faculties, or the university? If those turn into huge stressors, how do you see yourselves dealing with those to not affect Welcome Week?

Max: It is always nice to be sitting beside someone who is in the same boat. It's nice to know that you're in it together, and at the end of the day, everyone in this room has surmounted something that was a huge roadblock in their life. A lot of people have done something that they don't feel ready for. We are a team, and we are excited to jump over those roadblocks.

Jack: It also comes down to how our strengths and weaknesses complement each other. Our diversity will really help.

**Supdates:**

Liam (VP Academic): For department reps, please send the email from the MACLAB chair to the department chairs.

Marko (VP Student Life): Give me MESsenger updates by Thursday, I am meeting with SoBi people Friday.

Dani (AVP Events): Movember pub tomorrow. If you have ideas for second term events, send them to me please.

Haleigh (AVP Services): If you have anything for the charging station, let me know.

Ian (Director of PR): Movember pub is tomorrow, buy tickets. Looking for volunteers for next Monday to do De-stres-cember. If you want to volunteer, we will be giving out hot chocolate and other fun things.

Michael Barbosa (B Tech Rep): B-tech has a new council now.

Emily (Tron Rep): Tron Boston Pizza night is coming up

Lisa (Chem rep): The Chem and Civil coffee house is next Tuesday

Brandon (ECE Rep): Boston Pizza night, swag sale coming up.

Quinn (Society rep): Held a successful Christmas party for Society.

David (Eng Phys rep): Eng phys board game night coming up on December 4<sup>th</sup>

Matt Vuk (CRO): presidential nominations and b-tech nominations are now open until December 9<sup>th</sup>.

Luka: Fill out your course evaluations and send them to [mesevals@macengsociety.ca](mailto:mesevals@macengsociety.ca) to win prizes. Council members are not eligible to win.

Desmond (SRA rep): HSR referendum, expansion plan referendum, presidential referendum.

Matt: Did you present flattening the fee structure?

Desmond: the conversation happened, the motion failed. There will be more conversations taking place between Ryan and Andrew.

Ug (PDC): For the PDC, we had the first year mentoring stream networking night. Today, we had the LinkedIn Photoshoot. DE Conference is coming along. GE is coming, and sponsoring the whole event. Pepsi Co. is also coming.



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Christie (management rep): Krispy Kreme sales are happening for management in JHE lobby on Thursday starting at 10:30. It's \$10 for a box.

Elena (Kipling Coordinator): We confirmed the DJ, we just got a page on the MES website, which is important! We will be sending out a mass email to graduating members, but please share it, and I can send you a link.

Victor (first year rep): thinking of having a destressing event. We were thinking of a pancake brunch that transitions into a study session in the middle of exams.

Andrew (President): the SRA meeting had a flat rate fee proposed by the SRA engineering. My issue with the per-unit structure is that student fees are increasing dramatically, and it is a barrier to entry for low income students. I think we need more student space, but we need to limit our tuition increases.

Matt: Are you holding AVP and exec meetings next week?

Andrew: No, we have board of advisors meeting. I can create a forum for discussion.

Ian: Is there anything on our policy manual or constitution to take a stance on motions from the MSU?

Matt: We don't have policies.

Desmond: I think that the alternative is to take a stance so there is an opportunity to have a yes side and a no side and promote it to students. This would fall under the elections department committee.

**Motion to Adjourn Meeting**

Passed