



**McMaster Engineering Society
Council Meeting Agenda
January 12th, 2017
JHE A114
7:00pm**



ALL ATTENDANTS: Please inform President of your presence.

Approved Absences: Jessica Trac (BEAMS event), Marc Peters (class), Liam McDermott (class, proxy Luka Samac), Hannah McPhee (work, proxy Ian McArthur), Maximilian Aoki (class)

PROXY: (Person for person)

Quorum Count: 21

Ratification of the Agenda

Passes

Ratification of Last Council Meeting's Minutes

Passes

Executive Updates

President Andrew Cook

Worked on Long Term Plan, will have another BOA meeting at the end of January, will be solidifying the Long Term Plan with them, then bringing it back to Council. Working with Andrew with Max's Big Ride to bring in a competition to design a tricycle for a 6-year-old with Muscular Dystrophy. Went to Congress.

Discussion:

Ian: have you solidified anything in terms of what the format of the design competition will be? i.e. open to first years?

Andrew: the goal is for everyone who is not doing a capstone and is not in first year. I will be talking with Lynn and Louise about it tomorrow.

Christie: What is the Long Term Plan?

Andrew: it came up with Ben Kinsella. It will be a living document where people will be able to look at the document and find solid platform points to do throughout the year. The MES will work on it until we achieve three pillars.

David: any progress towards the pulse referendum?

Andrew: none, there was a president's council today. I haven't gotten any communication back.

Emily: so this is for the per unit pay structure?

Andrew: that's how it started out, but that's not my position. At this point, it is that our tuition is \$13,000 and any increase is difficult to bear on our students. There needs to be a balance between increasing fees and bettering services.

Ian: this is a referendum that has to go through general student vote?

Matt: yes

David: I am writing about it in The Sil. The per unit fee will only be charged up to 30 units.

Andrew: the argument that I made with it is that there is a cap, but on average other faculties are paying less.

Andrew: the referendum is for the new student space for an athletic center.



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VP Student Life Marko Maric

Frost Week is currently happening. Faculty night went pretty well, there was 67 people signed up for Bulldogs tickets this Saturday. A few low key events didn't go great (textbook swap, faculty fest). I am in the middle of website redesign, and am about to plan my second meeting with my committee. It is a usability redesign. We are offering a lot of great services for our students, but most students don't see that. This isn't just an issue with the MES, it is an issue with other faculties. This is an awareness campaign for all the services, clubs, and teams that we run, but we want to frame it to show the value of the amount you are paying for. This is just to build awareness for the things we offer. Hoping you guys can help brainstorm to make 4 or 5 different posters with a completely different set of services to give back to the students.

Discussion: none

VP Academic Liam McDermott

Looking for applicants for the next MEC Coordinator

Luka: the application is due next week. If you're thinking about this, talk to Liam soon.

Andrew: we are due to bid for OEC, so if you are interested in planning it, MEC has a really good Segway to OEC.

Ian: have we cycled through enough schools to be expected by us?

Andrew: ESSCO took a look at how to engage people in terms of bidding for conferences. Now, to be in good standing, you have to bid for certain conferences every few years.

Discussion: none

VP External Michael Meier

The bid for OEC happens at FYIC on February 3-5. I would like to help with that. We have our delegation for FYIC, and everyone is getting registered. Came back from Congress, updates will happen later in my presentation. PDC is having the conference during FYIC, so keep an eye out for that. The CFES is looking to redo their website. There is a link to look through the website, give some good critiques. They just want some feedback.

Discussion: none

VP Finance Nick Alvarez

Have been signing cheques, had an incident with bookkeepers, and they wanted to quit. We got them to sign up for one more year. I have been dealing with student fees. The university is giving us \$30,000 less, so we are looking to take out our contingency fund. I have been trying to balance the budget to make sure we don't have a deficit. There isn't a lot of room to increase budgets for the rest of the year.

Ryan: how did that happen if we accepted a lot more people?

Nick: we apparently have less based on the faculty's numbers.



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Motion 01: Mac Design League & MES Affiliation

Presented by: Shreyas Gangwani
Seconded: Parsa

Whereas, Mac Design League hopes to develop a platform for students to come together and apply classroom learning to solve real-world problems, focusing on CAD and 3D printing.

Whereas, Mac Design League aims to host a “Designathon” competition, where groups of students will have two days to develop solutions to a set of problems using CAD/3D printing, before presenting to a panel of judges.

Whereas, Mac Design League aims to promote the use of CAD/3D printing by providing workshops and tutorial sessions.

BIRT Mac Design League becomes an MES affiliate

We are trying to create a platform for students to come together to create CAD and 3D projects. We have a CAD help line, had an ongoing competition last semester. We gave real world questions and people submitted their solutions. The main reason for the club is to run a Designathon. It is a two day event where you will be creating CAD. The EPIC lab has been approved for the event. Around 35 people showed up to our most recent CAD workshop. We taught basic things such as sketching, extrude, revolve. The next time, we will be making a car chassis. Finally, our last tutorial will be rendering and simulation. This is all in preparation for the Designathon which will be February 4th and 5th. There is less than a month to go, and everything has been approved so far. We have 7 execs in our team. We don't have set general members, just people who come to events. We have over 200+ people on Facebook and approximately 100 active members. Around 70-80% of the people are in engineering. We don't want to limit it to just engineers, because we want everyone who is interested in CAD. Our target audience is still engineers. We would like affiliation. This would give us the right marketing tools to target engineers, and give us credibility with the club. Currently, we are an MSU club, but we want to be more related to the MES. We wish to gain funding next year, so we will be looking to petition for funding next year. In summary, engineering is directed towards solving problems and creating solutions, which is what our club does.

Discussion:

Ian: How do you facilitate a CAD help line?

Shreyas: we have a set email, so people can send us an email and we are there to help.

Ian: how does it move past 1C03? Because all engineering students already do CAD courses.

Shreyas: it is a two day event, so we can't do more complicated stuff, but our ongoing competition has more time, so people can do more complicated things.

Ian: Other groups like Phase One have had difficulty getting overnight events approved, have you looked into logistics?

Shreyas: we have all that planned out, we have booked MUSC for Saturday and Sunday. The area will be available to work with, but they are encouraged to go home. MUSC is open 24/7 so if they choose to stay, they can, but if not they can come back the next day. This has all been approved by EHOSS.

Haleigh: how much of your membership is non-engineers?

Shreyas: most of them are in b-tech and engineering, but there are some other people (around 20-30%).

Motion Passes



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Presentation 01: Restructuring the First Year Council

Presented by: Victor Chen

The First Year Council has been mostly 4 engineering reps. My proposal is that the first year MES council has guaranteed representation of every program in our faculty. I think our current method of selection should be restructured to hold 2 engineering reps, 1 comp sci rep, and 1 b-tech rep. Changing the two roles would allow more communication. This is because we are pretty new. When all the MES first year reps are in engineering, it is hard for students in comp sci and b-tech to receive concrete information on MES events and updates. The students in those programs would be less inclined to be involved with the MES if they don't see their peers actively involved. Regardless of the program the reps are in, their roles remain unchanged. The purpose of having four first year MES reps should be inclusivity within our faculty. When everyone in the MES first year council is in the engineering stream, the MES is isolated in comp sci and b-tech. They don't have any direct contact with the MES, so they might not take a higher position, because they don't have as much familiarity with the MES. It doesn't make sense to overrun the council with first years, so I don't think there should be more than 4 roles.

Discussion:

Ian: your proposal is to have 2 eng, 1 comp sci, 1 b-tech rep. What is your proposition in the event if someone from comp sci or b-tech doesn't run?

Victor: Runner ups from engineering

Ian: we have a comp sci rep and a b-tech rep on council anyways, so there should be a contingency plan if no one runs for that. There is a contingency plan in place for that already, so it shouldn't be any different.

Andrew: it would go to a by-election, just like any other position.

Matt: That is a policy detail that can be ironed out later.

Parsa: there are two things you mentioned: improving communications. I see that there is a communication gap to make sure everyone is on the same page in terms of keeping first years up to date. I think it's better to set up an infrastructure for the communication so it can be more efficient.

Quinn: what happens if, for example the four b-tech people were the best people for the job. You would restrict b-tech to only one rep, even though they have 4 really good people. If two people from comp sci or two people from b-tech, I feel like it's restrictive to b-tech. If you're going to allow them to have more, it's interesting, but I don't know if it would be restrictive.

David: I think we should have it be all three programs should be represented.

Emily: I think you can draw a parallel between any other election. If there were two people from Mec that were really good, you wouldn't put them into a tron rep. You can only have as many as mandated.

Luka: is it going to be comp sci voting for comp sci, etc.?

Matt: Ironed out later

Brandon: I think it's fair to blend the four positions.

Michael M.: when I was a first year rep, we were all in engineering. We did not think of comp sci or b-tech at all. I feel like this is a really good idea to get first years engaged.

Ryan: This is a great idea because being in comp sci, it is hard to reach out to people. I am the first comp sci rep ever on council, and have been the only one running for 4 years. I think having a first year comp sci rep would allow them to gain experience working on council. It would be a good segue for them to be a comp sci rep.

David: if you got rid of all first year reps, comp sci and b-tech already have representation on council. There could be an argument made that

Marko: there will be two engineering 1 reps, and everyone else advocates for engineering. Everyone else



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is an upper year rep, but this structure would allow for more representation between the programs.

Parsa: When IBEHS starts, how are we sorting out the representation?

Matt: That is a discussion for another time.

Andrew: the spirit of this is that we have a group of under engaged students who are marginalized from the start. The real goal here is that regardless of if comp sci already has someone on council, the first year students are being left out and missed. The representation they have currently isn't enough, and we aren't engaging them.

Christie: I agree because Victor is a first year rep and he sees the disconnect. If he sees a disconnect I think what he is saying is valuable.

Ryan: After first year engineering, you all branch off. There is real disconnect between upper years and lower years because comp sci people can't go to their "branch" to get more information.

Michael Bar: b-tech is one of the most isolated programs at Mac, because we don't have classes with any other programs. Having a first year rep would be very beneficial, because they can be involved with the MES.

Marko: do you see b-tech and comp sci reps have a direct response to the BTA or Comp Sci society? Would they have to sit on those meetings?

Ryan: the MES rep has to sit on the comp sci society. If there was a comp sci first year rep, they would probably get a spot on the comp sci society.

Luka: when do we iron out those details?

Matt: before SAGM II. If we are going to change any positions, it has to be done through a SAGM. If we want this done, it has to be done by the meeting before SAGM.

Michael Bu: When is the date for SAGM II?

Matt: sometime in March.

Matt: we did have a significantly more amount of interest with b-tech and comp sci people running for first year rep. I think it was really great to see, and should be a trend going forward.

Presentation 02: Student Space Fund: BOA Update

Discuss the meeting minutes from the BOA and discuss the timeline for the Student Space Fund committee.

Presented by: Nicholas Alvarez

There are two things I want to bring up: what happened at the Board Of Advisors in regards to the student space fund. I had plans to release applications, but after leaving the BOA meeting, my opinion changed. We brought up the student space fund for what it entailed, the one big point they brought to us was they want to see us wait for the new building is open so students know what we don't have. I agree with that so we have a better understanding of what we do need.

Discussion:

Emily: you said you did not release the applications?

Nick: that is correct.

Ian: since HATCH is going to be open in a transition time, it would be appropriate to create a plan for feedback. This would allow us to gather information for what students want. If that is the way we want to move forward, it is important to have a channel to hear feedback from people. Depending on when it happens, you don't want to lose information for feedback.

Nick: so make sure there is an avenue for students to give us responses as soon as the building opens?

Ian: exactly.



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Haleigh: I went to a meeting with the faculty last week about furniture. We decided that we have to get a lot of fixings for our own lounge (microwaves, tvs). They will be providing tables, chairs, and couches. The rest is up to us.

Michael M: We have microwaves in the lounge currently, and we can still use them.

Cam: We should keep the funds as the old plan because there are a select few people that use the lounge, and having that money go towards the select few people would not be the right thing to do, whereas the current plan was to use it as a student space for all students.

Quinn: A microwave is a lot less expensive than big projects. I think we should save the money for a project that would be awesome.

Ryan: The Lounge is for all engineering students, regardless of if students use it or not.

Parsa: you said you're holding off on the committee until HATCH is finished. Do you think it's better to pick the committee now or when the building is made?

Andrew: when we were at the BOA, the big take away was patience. HATCH isn't done yet, and this fund is for using in HATCH or somewhere else that benefits more students. The main take away was that we don't know what we need yet, so why rush into it? Let's be patient and find something that will benefit as many people as possible.

Matt: When is it supposed to be finished?

Andrew: By the end of February. Our first event will be held in it in the first week of April.

Nick: I don't believe there will be a large difference between starting the committee application now compared to when the building is open. Having people fill out applications and then choosing a committee only takes a couple hours. Having a longer period of time to select would be very beneficial.

Michael M: I would suggest opening it in March.

Nick: Should we wait to release applications until the building is open?

Consensus: wait

Presentation 03: Congress Update

Presented by: Michael Meier

A lot happened during plenary sessions. During plenary, we vote on motions and pass them. I am currently writing a report on it for notable things. The focus is on what will affect McMaster Engineering students. It will be on the resource center. There will be a conference on sustainability that will be started in the next coming years. Concordia and McMaster put forward a motion to start the conference. It was passed, so the framework will be laid down up until September of this year. Bids will be put on next year. It will include a LEED Certificate course. There was a big talk on stances. Which is how an organization feels towards a topic. A stance was taken to support Engineers Canada 30 by 30 initiative, which is to have 30% of newly licensed engineers to be female by 2030. This year we have a new VP Academic who is in charge of stances. Six motions were put forward towards stances, and all of them were shot down due to unclear stance definition. There is a new working group called the advocacy working group to do research on accreditation, and the stances we want to take on accreditation and sustainability. One was passed, where QESCO has been working towards getting research done on engineering students workloads and how it relates to stress levels, and they want the Accreditation board to be accountable to that. They conducted a survey that included every university in QESCO and it showed that the number one stressor for engineering students was their workload. A stance was passed saying "CFES believes that the CEAB should acknowledge the causes and consequences of heavy workloads, and investigate ways to regulate it". The advocacy group is a new working group formed within the CFES. Applications to join it are coming out next week. If you are interested, or know anyone that is interested, let me know.



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Discussion:

Jocelyn: is anyone held accountable to stances?

Michael M: there should be action towards it. For example, a stance was created about sustainability and its importance. We had nothing to show that we supported it.

Ian: is it on a nationwide level or do we have to take the steps in each school?

Andrew: stances are saying "we support more women in engineering". How do you back it up? By a super majority vote. It shows that the CFES supports it, and our member schools support it. It adds gravity to whatever the representatives have to say. It doesn't mean we have to act on them. The advocacy group will work towards policy on how to accomplish the issues stated in the stances. From there, it is up to the members to embody the stances and reach out to achieve the goal.

Other Business

First Year LinkedIn Photoshoot - Parsa

I had this idea for setting up a first year LinkedIn Photoshoot. I know PDC runs one already, and some people didn't go in first year because of intimidation. Looking into it, I looked into the MES camera, and also a contract with a photographer. I have experience in it, so I want to do the photography. I wanted to bring up to the council, since it is being done by a student, would the council approve for the form to be filled out.

Matt: it is an events contract. You should talk about it with PDC to host another LinkedIn Photoshoot.

Parsa: I spoke to Michael M about it. I think that might attract only engineers, whereas if we work towards getting it to b-tech, comp sci, and engineering, we can run it alongside PDC for the second set of LinkedIn Photoshoots.

Matt: it isn't something council needs to approve.

Nick: it is pretty easy to set up a LinkedIn Photoshoot. You have a budget line of \$1000 for first year reps, and you can just plan this by yourself without bringing it to council.

Council Photos – Jocelyn Lee

Department Cup - Michael Bou:

My plan was to introduce department cup. Since we are going into the next year, I think we should work to set up something to start the school year with something set up so they can move the department cup forward. From my understanding, it is having different challenges set up throughout the year, it is up to how we decide to set it up. It encourages participation from streams that don't have as much participation throughout the year. I just wanted to set the tone so we can start building it in the next few meetings.

Supdates

Maximilian Aoki: Have been announcing Graffiti Pub, Rep Fest, and Club Fest. Working with the First Year Council on their idea for a coffeehouse

Michael Bou: Assassins flopped last semester. I intent to make it engineering wide. If you have experience, let me know. Ratboy soccer is March 25th. I need to get EHOSS done and pay for the gym. I need to work on smaller stuff, and Quinn will help me with a squash ladder. If you have any other ideas, let me know.



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Sheena: We sent out an email for tutoring and got over 110 tutors signed up over 2 days. There is still some stuff we are working on, but once I connect with Marko for the new website. We have booked 4 more cookies and cram sessions for physics and d04. If you want to help out, let me know.

John (Mechanical rep): we handed out toques and are planning a social night. We are looking at creating a more formalized council.

Ryan (Comp Sci): we have our mixer coming up next week

Luka: bought a lot of textbooks. Will open a form for textbook suggestions

Quinn (society rep): there is an industry night coming up. If you want to go, sales end tomorrow. We are selling shirts.

Michael Bou: who do you get tickets from?

Quinn: Anna in the office.

David (software rep): CUSEC is going on right now. It is going really well. Our first meeting starts next Tuesday.

Christie (management rep): industry night is coming up soon. Engineering and commerce case competition people have been picked. There are volunteer spots open. If you're interested in helping, let me know.

Jason (SRA eng rep): MSU presidentials happening this week. We recently met up for OFERG referendum, got voted down. The fee still exists. Ask me for information.

Rachel (fireball coordinator): tickets are on sale

Andrew: for our social events, whenever there is more than 300 people, we need police there, regardless if the places we are going to have their own controls. There has been a change in the position so they are running things a lot more by the books. We are working on feasibility. It is looking like there won't be drink tickets for Kipling or Fireball.

Michael Bou: can we have a voice in this?

Andrew: it is more of a upper level conversation right now. The 350 people seems to be an arbitrary number.

Marko: essentially they said once Chris Hurley stepped down, 5 people took over his position. He used to arbitrarily apply procedures and rules. He wrote down the rules so the five people can run the event. It is because "police look good". I was told it was a managerial discussion.

Taylor (Co-OC): we have committee applications open, they close Saturday. We are planning info sessions for the first week of February.

Ian (PR Director): Blood drive with Waterloo and U of T. I am setting up an inter-faculty Textbooks for Change drive. Commerce, Science, and Soc Sci are participating currently.

David (Eng Phys Rep): eng phys and tron is organizing an event on March 3rd.

Emily (Tron rep): we are doing a bad robot competition. We are going to advertise for the next week or so. There will be a design submission phase. It is open to anyone in engineering. It's free. Tron has been selling shirts, if you want a shirt, we will be selling them tomorrow. Looking into getting patches.



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Michael Bar: new B-tech BTA council had their first meeting. They want to get more involved with other societies. If anyone wants to do a joint event, send me a message.

Cam (civil rep): last week we had our meeting. We are doing a new t-shirt design competition.

Haleigh (AVP Services): new Frequency out in December. Rescued the Frequency stand from the Student Center.

Emily: are you planning on opening the Handbook applications sooner this year?

Haleigh: I have to look into that.

Dani (AVP Events): Graffiti pub tonight. Euchre tournament in the lobby next week. January 23rd is MES Canada Day. If anyone wants events on MES calendar, fill out the form on the MES website.

Andrew: we signed the activity agreement for Conference on Diversity in Engineering.

Lisa (chem rep): currently planning a ski trip on February 4th. Working on a new website, hoping to release it soon. We are also selling Chem Eng stickers and patches in the Drain.

Matt: Presidential and B-tech campaigning period is happening right now. Department reps, please advertise it to your departments. January 18th to January 20th at 4:00pm.

Max (Plumline): November/December issue came out. Working on balancing budget to get 3 more editions. They want to get an eng against humanities expansion pack. If you have any articles or content, they will give you a patch if they like it.

Andrew (President): We should have a discussion surrounding our stance on it. We need to have it before voting starts. Do we want a council meeting next Thursday to discuss and come to a consensus?

Quinn: everyone should read the email to see where we are coming from.

Andrew: The idea is that if we do anything, I want council behind it. If you want to see the email I sent to the MSU, let me know. The idea is we are paying too much, and we need to look at other ways to get what we want, other than just levying fees. Too much of the time, we keep adding things on. Most other faculties are paying \$7k, we are paying \$13k. It is time we start standing up to it.

Ian: It is important to note that if we take a stance, there should be a way to get on the MSU radar other than one person sending an email.

Shane: I am the campaign manager for the “no” side of the campaign. I spent three hours going over information presented to the SRA and MSU. I am a part of the no side campaign is because I don’t believe in the building, I have been involved, and there are a lot of options that haven’t been explored yet. The current direction is not the best. If you want me in the conversation, it will take two hours. I am free to talk about it, if you want to help out in spreading the word, it is an issue for all students in campus. Feel free to talk to me. The best way to contact me is through people that know me. There are rules as a campaign manager that I can’t break. Email s.zuchowski@gmail.com for more information.

Cam: I think we have so little space, and having us spend money like that is not the best idea.

Shane: we looked at expanding the student center. Instead, they want to renovate IWC because it is past its expected life span. Students don’t actually own any spaces on campus.

Motion to Adjourn the Meeting

Motioned by: Quinn
Seconded by: David

Motion passes