



**McMaster Engineering Society
Council Meeting Agenda
March 16th, 2017
JHE A114
7:00pm**



ALL ATTENDANTS: Please inform President of your presence.

Approved Absences: Marc Peters (class, proxy Quinn Milum), Liam McDermott (class, Luka Samac), Matt Vuk (Musical), Jocelyn Lee (late, midterm), Quinn Shobbrook (late, midterm), Lisa Tran (midterm)

PROXY: (Person for person)

Quorum Count:

Ratification of the Agenda

Ratification of Last Council Meeting's Minutes

Executive Updates

President Andrew Cook

VP Student Life Marko Maric

VP Academic Liam McDermott

VP External Michael Meier

VP Finance Nick Alvarez

Presentation 01: Three Campaign Promises with One Stone (Refining First Year Rep Structure)

Presented by: Michael Meier

Whereas the current structure of First Year Reps outlined in the policy manual does not ensure students enrolled in First Year Engineering, Computer Science, or Bachelor of Technology will all have proper representation on council from year to year

Whereas first year students enrolled in the Integrated Biomedical Engineering and Health Sciences (IBEHS) program will require representation on council

BIRT the following changes be applied to Section B. 5.3 of the Policy Manual:

B. STRUCTURE & ORGANIZATION

5.3. First Year Representatives

a) ~~Four~~ **Five** Level I Representatives will be elected from the first year class **with the following number of representatives from each program:**

i) **Two enrolled in Engineering**

ii) **One enrolled in Computer Science**

iii) **One enrolled in Bachelor of Technology**

iv) **One enrolled in IBEHS**

Discussion:



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Presentation 02: Names are Hard but Making Motions Shouldn't Be (Council Motion Template)

Presented by: Michael Meier

Whereas there is currently no format that motions must follow in order to be presented at regular council meetings

Whereas the addition of a motion template will make it easier for members to submit motions and for the CRO and Administrator to prepare them.

BIRT the following changes be applied to Section H. 2.1 of the Policy Manual:

H. MEETINGS

2.1. General

c) ...

d) All submitted motions must follow the format outlined in Appendix Z

Discussion:

Presentation 03: The Long Term Plan II

Presented by: Andrew Cook

Whereas, the MES Executive has prepared a Long Term Plan

And Whereas, someone needs to be responsible for the Long Term Plan

BIRT, The MES adopt the long term plan as an official MES document

BIFRT, the following be appended to section 1.1 of the policy manual

1.1 President

The President shall:

- a) Be ultimately responsible for maintaining the integrity of the Society.
- b) Enforce compliance with the Constitution, by-laws, policies and regulations of the MES
- c) Supervise all activities of the Society and its affiliated committees.
- d) Develop both a short and long-range plan to encourage new initiatives and uphold traditional activities, as well as reviewing the current activities of the MES.
- e) Responsible for assisting in the development of goals for Council members, and actively tracking those goals for the duration of his/her term.
- f) Serve as a MES representative on the following committees:
 - i) Student Advisory Council of the McMaster Students Union (MSU)
 - ii) Undergraduate Recruiting and Admissions Committee of the Faculty of Engineering
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 - iii) Engineering Co-op and Career Services Operating Committee
 - iv) maCLAB Board of Directors v) Faculty Committee vi) Student and professional affairs committee
- g) Be an ex-officio member of all standing MES Committees, except those to which he/she has been duly appointed.
- h) Be responsible for approving any activities on behalf of the MES and ensuring they comply with Environmental and Occupational Health and Safety Services



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- i) Arrange and facilitate monthly meetings with the Dean of Engineering to ensure each party is familiar with relevant issues and activities.
 - j) Ensure MES Board of Advisors meetings are held bi-annually
 - k) Be responsible for selecting President's Award recipient(s)
 - l) Actively promote interaction and communication between the MES, clubs, MSU, the Engineering Student Representative Assembly caucus and Senate Representatives.
 - m) Supervise the following positions:
 - i) VP Academic
 - ii) VP External Relations
 - iii) VP Finance
 - iv) VP Student Life
 - v) Chief Returning Officer
 - vi) Culture Coordinator
 - vii) Orientation Coordinator
 - n) **Be responsible for the long term plan**
 - i) **Facilitate the implementation of the long term plan strategies**
 - ii) **Facilitate the collections of the long term plan metrics**
 - iii) **Develop new strategies and metrics with council and the Board of Advisors**

Discussion:

Other Business:

Supdates:

Motion to Adjourn Meeting

Motioned by:
Seconder: