



**McMaster Engineering Society
Semi Annual General Meeting II Agenda
Tuesday, March 15th 2016
JHE 376
6:30pm**



Approved Absences: Dhruv Aggarwal

Quorum Count - Please sit with members of your Department

Department	Initial Count	Final Count
Bioengineering	17	11
B. Tech	15	11
Chemical	17	21
Civil	16	13
Computer Science	7	5
Electrical & Computer	10	14
Engineering Physics	11	12
First Year	7	10
Management	11	11
Materials	4	18
Mechanical	10	14
Mechatronics	10	12
Society	12	10
Software	18	11

Note: SAGM must contain a quorum of 3% of McMaster's Faculty of Engineering population - preferably ≥ 10 members per club/department.

Ratification of the Agenda

Motion passed

*Motioned by:
Seconded by:*

Presentation 1: Mac Eng Musical

Happening this weekend

Presented by: Sarah Born

Discussion:
None

Presentation 2: Women in Engineering

Hosted variety of outreach events
Pizza night, cookie decorating night, spa night

Presented by: Alyson King

Discussion:
None

Presentation 3: McMaster Engineering Concrete Toboggan Team

Presented by: Maddie Ferguson

Discussion:
Taya: 2016 hotline bling award?
Answer: cheer for hotline bling



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Executive Accountability Presentation: VP Finance & Administration – Matthew Vukovic

- Fallbacks: did not make the room booking system
- Slight surplus: options (invest in long/short term things for \$15,000)
- Website: restructuring homepage and improving google calendars (subscribe button, more interactive)
- Streamline funding process for groups and teams

Discussion:

Mike: forgetting \$\$\$ on pages

Motion 1: McMaster NEUDOSE

Whereas, McMaster NEUDOSE is a new initiative at McMaster, run predominantly by engineering students.

Whereas, McMaster NEUDOSE is an expensive project for which sponsorship can be difficult to find.

BIRT McMaster NEUDOSE be allotted \$1500.00 from the Special Projects Fund.

Motioned by: Mitchell Kurnell

Seconded by: Dawson Bonneville

- Different parts of your body affected by space exploration (focus: RADIATION)
- Group: use radiation science on Earth to apply it to radiation science out in space
- Build unique radiation detector to measure radiation dose in various fields
 - o Differentiates between charged particles and neutral events
 - o First of its kind
- GOAL: Design, construct, and launch a satellite to hold this detector
- Trying to get McMaster's foot in the door in terms of space industry
- Multidisciplinary project
- Future goals: establish themselves as a satellite club (after they launch this satellite)
- Need more funding to continue testing and building satellite
 - o Detailed bill of materials can be provided

Discussion:

Taylor: money not being spent on sweaters?

Answer: they spent their own money to buy the sweaters

Attendee: space conference?

Answer: invitation received

Attendee; can students get involved?

Answer: check website for form, we want to open student involvement more when we become a satellite club

Nick: how many students currently involved?

Answer: 35 members (32 engineers)

Motion passed

Presentation 4: PM and Constitution Changes for MES Council Positions

Presented by: Ryan Rogers

Changes:

- AVP administration: hiring a coordinator to do that instead (position vacant until SAGM 1)
- Director of Advertising: want to give responsibilities to graphic design team

Discussion:

What if it doesn't work?

Will run by-elections in October

How are you finding people for the graphic design team?



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Run by AVP services and productions in tandem with PR director
Will it be free for clubs?
\$5 to \$10 (money will be taken from clubs' budgets)

Presentation 5: The Funding Project

Presented by: Ryan Rogers

Passed with 75% majority
Initiatives will come into effect within the coming years
Blue Longue space can be renovated when the HATCH center is built (if kept)
\$60k will be available to do renovations (small modifications)
HATCH building is ahead of schedule (fully enclosed by end of July) should be done by end of January (if everything goes according to plan)
Capstone kickback will be in effect by next week (up to \$200 per group (as of right now))

Discussion:

When is this ready?

Application will be out next week (you have to prove that you've actually spent money on capstone), also depends on what your department is covering

Jeremy: How long will it be available?

Answer: until all the money is exhausted (125 groups in total)

Jeremy: does this also apply to student funded projects?

Answer: has to be your capstone

Attendee: is it competition based?

Answer: no, it's proof of receipt (operates sort of like the open conference fund) (50% up to \$200). First come first serve basis

Makerspace fund:

We will pitch some of the equipment for the maker space

We can rent out the equipment for events (such as a hackathon)

When the MES owns it, we can use it when students need it

HATCH Building:

No machine shop equipment included with HATCH building

\$60,000 should be enough to fully outfit machine shop (according to Ron)

Attendee: will we have soldering irons?

Answer: it will be passed through a committee of students/council. The equipment will be for general equipment

Jeremy: lift?

Answer: already covered (talk after)

PCB Automation assembly:

Can make high quality PCB boards in house

Debate: keep it with MES or IEEE

Textbook library expansion:

Buying more books for library by per use basis

Walkie talkies:

\$10,000 actually isn't enough for walkie talkies

Goal is to get 16 walkie talkies to cover campus (if it's too much money we will buy 8 and then rent additional talkies based on demand)



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MES talked to Motorola and they said they will give us a cut (each unit is still \$600-\$700 and we need to buy batteries, charging stations, etc)

Attendee: will clubs rent this?

Answer: everyone can

Storage space fund:

Buying a semi-permanent storage container outside JHE or lot M

Able to hold a bunch of stuff (kind of like a garage)

End game: get big temporary building in lot M for groups and teams

Attendee: if it's a temporary building will it be insulated?

Answer: it is like a small T-29. Very much permanent, but not a foundation building

Attendee: How much is the temporary building?

Answer: Nancy (finance lady for the dean) has found one of \$3500

Motion 2: National Society of Black Engineers McMaster

Whereas the National Society of Black Engineers (NSBE) is an internationally recognized organization with over 30 000 members and chapters at Canadian Universities including U of T, Ryerson, McGill, Concordia and McMaster.

Whereas NSBE McMaster Chapter has been in existence and an affiliate of the MES for 5 years.

Whereas NSBE McMaster is actively engaged with the Hamilton community through tutoring.

Whereas NSBE McMaster organized 2 new events this year including the Diversity in Engineering panel discussion which involved collaboration with EngiQueers and Women in Eng as well as the Job preparation event The Hunt which saw attendance of nearly 100 students.

BIRT NSBE McMaster Chapter receive group status from the McMaster Engineering Society.

Motioned by :Abraham

Seconded by: Vanessa

Has around 50 active members

Mission: increase amount of culturally responsible black engineers

Want to focus on diversity in engineering faculty at McMaster

Help students develop professionally and academically

Hosted many different events throughout the year (Diversity in Engineering, The Hunt, FIFA/Catan Night, have general meetings, put Black History Month posters around campus, attend conference in Boston)

Tutor high school/elementary students around Hamilton

NSBE Scholarship: \$10,000 for the annual scholarship for incoming high school students (\$5000 each) ready for 2017

Spent around \$7000 this year

\$700 going into next year (will send updated finances later)

Discussion:

Nick: why do you want to become a group now?

Answer: over the past 2 years, we have done a lot more (compared to previous 5). We need a lot more funding to do big events (such as The Hunt). We want to continue with this pace but can't do so without funding

Motion: passed



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Motion 3: McMaster Sumobot

Whereas McMaster Sumobot currently has over 100 active members and growing,
Whereas McMaster Sumobot provides practical mechanical, electrical, and software experience,
BIRT McMaster Sumobot receive Group Status from the McMaster Engineering Society

Motioned by: Fauzia
Seconded by: Derek

Club with MSU – think they are better suited with MES
Build fully autonomous robots that fight each other
Beginner and advanced competition categories
Fundamental skills for mechanical, electrical, and software to design and build robots
A lot of diversity in participating members
Experiential learning
Would love to use new MES services (space, HATCH building)

Discussion:
None

Motion passed

Presentation 12: Heavy Construction Student Chapter

Presented by: Daniel Dickinson

Friendly move
Goal: connect student with industry professionals
Funding from department, MES, and industry sponsors
Money used for outreach event, speaker night, certificate for graduating students
Certificate: encourages students to get Coop experience and take classes (only for civil engineers)
Partnership with Mechanical Contractors Association of America (MCAA)
Competition team travelling to Florida next year
Future plans: continue with pace and get more reach out

Discussion: none

Presentation 6: Formula Hybrid

Presented by: Liam

Working on rebuilding team (many went to EcoCar)
Switching to full electric power train (future of the auto industry, good for the environment, high performance)
Many of the same events competed in with electric (as opposed to hybrid)
Goal: be top 10 team by 2018 (only North American team on list)
Attended Canadian Manufacturing Trade Show, connected with industry, learn about technology
Newer generation – 65 members now (another recruitment session coming up next year)
Includes many departments in engineering
On track to being on leaderboard (new fancy motors)
Attended UOFT competition (unable to compete because of blown fuses)
Goal: redesign car and compete in Europe against world record breaking teams

Discussion:

Ian: How are you guys doing for the timeline (with designing)?

Answer: we are on track, almost done

Attendee: what is the relationship between the tree car things?



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Answer: we are all separate now

Yovana: Would you need more money from the MES in the future?

Answer: we haven't officially decided on what we are doing next year (probably wont ask for more money)

Motion 4: Formula Hybrid Name Change

Whereas, McMaster Formula Hybrid will no longer be making and competing in hybrid competitions, but instead electric competitions.

BIRT that the team name be changed from McMaster Formula Hybrid to MAC Formula Electric.

Motioned by: Liam

Seconded by: Max

Discussion: none

Motion passed

Presentation 7: McMaster Engineering Custom Vehicle Team

Presented by: Jake Friday

Take cars and turn it into different things

Creates involved community, open to everyone (not just engineering)

"Project Racecar" potentially rally cross competition

"Shelley" design things to put in the back (bbq's, water cannons, etc)

Apply more inherent engineering principles

Total budget: \$1583.86 (currently spent around \$1500)

Participated in the Santa Claus Parade and Toronto Pride Parade (with EngiQueers)

Experiential learning

Host CAD sessions (teach CAD basics, starting this month)

Track Day: not McMaster sanctioned event

Discussion:

Vanessa: do you hope to have a functioning vehicle at EngiQueers pride parade?

Answer: yes should be done by July

Attendee: What inspired your newest product?

Answer: the moonwalker that went on the moon

Presentation 8: Troitsky Bridge Building Competition

Presented by: Levi Brown

Bridge building competition in Montreal

You make bridges that hold a ton of weight (current record: 9000+ pounds)

This year: 50 people in total (8 teams) to represent Mac

Three of the top 5 are McMaster teams

Highest score ever recorded in competition

VP Tasty

Presented by: Lava Pizza

Executive Accountability Presentations

VP External Relations – Andrew Cook

CFES, ESSCO, Homefront

Failures: quick processing of open conference fund, business card center (\$50k investment), events and communication with PEO

National level: 30 by 30 (30% female engineers by 2030), trying to get voice on academic accreditation standards



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ESSCO: worked with peers at other schools for how directorships work, increasing accreditation standards (TA's and stuff), mandated executive to make report on how to align with PEO and OSPE

Homefront: ran professional development conference, professional development committee, resource center (conference mail out and business cards)

Vanessa: when will videos be up?

Answer: as of yesterday

Taya: When will funding for conferences be done?

Answer: Saturday or Sunday

VP Academic – Mitchell Kurnell

CEAB was accrediting McMaster this year

Goals: improve McMaster Engineering Competition (attendance at 100 this year), tutoring program (make it more automated system, increase reach), Feedback (ECCS townhall), test bank (not done yet), HATCH Center (working on operational policies), Academic Affairs Council Initiatives (getting TA's trained), supplemental applications

ENG 101: couldn't happen

Academic feedback: needed help from associate dean so it was unable to be done

Getting tutors for Matlab, etc

Future goals:

- Engineering Student Accessibility Committee - talk about concerns they have (academic, physical)
- MES & EGS crash courses (run by current Pres of EGS)

Attendee: why don't professors and faculty heads interview people to be a TA?

Answer: you have a right to be a TA if you are in a masters or graduate program. It is sometimes taken based on marks, so they are working on getting TA's with more interpersonal skills

Attendee: what kinds of things are on the supplementary application?

Answer: it is still in process, but it's basically working on leadership skills, problem solving skills, and communication skills

Attendee: are you going to have a math test or something?

Answer: no, it's going to be completely non-mark based (maybe extracurricular)

Attendee: how do you know if they wrote it?

Answer: our software takes pictures with your webcam to make sure you are who you say you are (out of order)

VP Student Life – Taya Burzynski

Goals: continue to provide MESsenger, investigate other school's culture, general MES outreach Funding project, making sure formal events run well (oversee coordinators), coordinating MES awareness week, plan lobby opening, MES Marauder night, faculty night

Failures: faculty night with other faculties, integrated MESsenger

Attendee: how much did prep 101 give us?

Answer: in exchange for advertising, they give us up to \$300 of coffee for different events

President – Ryan Rogers

MESCard expansion, Engineering week (incorporated into NEM), Student wellness position, SRA integration, website overhaul, funding project, transition overhaul

Failures: AVP events, took time off for thesis, Reds for Student Leaders Initiative, reporting protocol for WW Reps



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Ratification of Incoming Council members

Department/Program Representatives:

Mechanical – John Sober
Chemical – Lisa Tran
B-Tech – Michael Barbosa
Computer Science – Ryan Lambert
BEAMS – Jessica Trac
Eng Phys – David Philpott
ECE – Brandon Rufino
CAS – David Hobson
Materials – Marc Peters
Management – Christie Condron
Mechatronics – Emily Vernon
Civil – Cameren Ehrentraud
Society – Quinn Shobbrook

President: Andrew Cook

Vice Presidents:

Student Life – Marko Maric
Academic – Liam McDermott
Finance – Nicholas Alvarez
External – Michael Meier

Associate Vice Presidents:

Events – Dani Lake
Services & Productions – Haleigh Longo
Clubs & Sponsorship – Hannah McPhee

Directors:

Public Relations – Ian McArthur
Sports – Michael Boulos

Ratified

Motion 5: HackIt Mac Name Change

Whereas HackIt Mac will be changing its name to PhaseOne in order to create a brand identity that is more mature and appealing to external sponsors and media outlets.

Whereas PhaseOne represents the first step in a student's project, code education, or hackathon venture.

BIRT HackIt Mac's new name be PhaseOne

Motioned by: Graeme Crawley
Seconded by: Terry

Host code nights, Hackathons, etc
Working to improve tech community on campus
Brought Google and Microsoft on campus to give talks
Transports students to different places throughout Canada
Deltahacks: over 50 projects submitted (400 people participated, over 20 sponsors)
Name change: be more professional with sponsors and better representation of club
Taylor: what is phase two?
Answer: we can chat about that

Motion passed

Motion 6: Institute of Transportation Engineers (ITE) McMaster Student Chapter

Whereas the student chapter provides hands-on learning opportunities, guest speaker events and industry mixers to students interested in learning more about transportation engineering.

Whereas the student chapter consists of an executive team entirely composed of engineering students and has run multiple events that garnered interest

Whereas the student chapter would like to become affiliated with the MES to increase the reach of attracting potentially interested students.

BIRT the Institute of Transportation Engineers (ITE) McMaster Student Chapter be awarded MES Affiliate status.

Motioned by: Anastasia Soukhov
Seconded by: Stanley



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Established in January

Purpose: share and give exposure on what transportation engineering is

Connect school throughout Canada and North America

Hosted networking events, hosted synchro sessions, going to mixer in Toronto later this month

Planning: membership drive, regional student competitions, regional/national student conferences

Discussion:

Attendee: What are you hoping to accomplish with affiliation?

Answer: since we just started out, we are still learning a lot. Affiliation will allow them to expand to other engineering disciplines, get their name out there

Motion passed

Motion 7: McMaster Brewing and Distillation Club

Whereas, no such club currently exists for students interested in the brewing and distillation industry.

Whereas, McMaster Brewing and Distillation club had a successful brewery tour, engaging a number of students in the brewing industry and generating a large following in the student community.

Whereas no current club maintains a relationship with the brewing and distillation industry.

BIRT the McMaster Brewing and Distillation Club be awarded MES affiliate status.

Motioned by: Cameron Howe

Seconded by: Anthony

Establish relationship with industry so people can tour sites and facilities

Host tours where people can relate experience

Goal: gain better understanding of industry so they can have a competitive advantage when applying for jobs

Want credibility when organizing events

Discussion:

Attendee: What is the difference between this club and the fermentation guild?

Answer: its focus is professional development

Ben: Why can't you two connect and merge together that makes and ferments alcohols and beers, and visited fields?

Answer: they (Ken) don't want any affiliation with us going out and brewing beers and hosting events as well

Liam: I'm in tron, can I still do it?

Answer: Absolutely, this can be applied to multiple engineering disciplines

Attendee: What's wrong with the current system we have?

Answer: to build relationships with companies and have industry nights

John: how many members do you have right now?

Answer: 14 currently. We just started in January/February, so we haven't had enough outreach yet. We are hoping to expand soon

Attendee: If you become affiliates, will you eventually try out for club status?

Answer: Hopefully. We could use that funding to go on trip etc.

Motion passed



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Presentation 9: Queen's Space Conference

Presented by: Marko Maric

Around 50 people attended

Speakers: space industry people gave presentations about their work, cutting edge research

Case competition: professional development, networking

Social events: live music, karaoke

"Networking": you get to meet really cool people

Who can go? Focus on engineering students, thinking of expanding to science students potentially

Discussion:

Attendee: When is it?

Answer: it happened at the end of February this year [EDIT: happened the first weekend of Feb.]

Andrew: it will be in the mail out! Sign up in resource center

Presentation 10: Chem-E-Car

Presented by: Nived Rajagopal

Compete in international competition

Goal: accuracy with chemically run car

Competition happens in April at conference

Funded \$1900 (currently spent \$1022)

Presentation 11: EcoCar3

Presented by: Vanessa Raponi

Four-year long competition

Funded by US Department of Energy

Convert car into a hybrid vehicle

Currently at 90 members (10 graduate students, 80 undergrads)

Work out of McMaster Automotive Research Center

Events: Boston and Texas (workshops), Arizona + California (bring car to test at dynamic events)

Wednesday's: Lecture series "Students teaching Students"

Open to anyone who wants to learn about a variety of topics

Hosting a challenge for McMaster to create autonomous robots

Host outreach events at McMaster in partnership with other clubs (WIE, etc)

Currently at around \$70k deficit

Will be getting lump sum at end to cover deficit

Ian: What's the progress looking like?

Answer: really good, the car has to ship around the beginning of May. We are on track to getting it done. Everything needs to be fully integrated into where it's going to be

Attendee: are professors giving their own funding into this project?

Answer: yes

Motion 8: Pi Day

Whereas yesterday was our annual Pi Day charity drive for the Ronald McDonald House.

Whereas the following people all had pies directed at them but did not receive them on Pi Day:

- [names coming soon!]

Whereas Andrew Cook was just ratified into the position of MES President.

BIRT a Pie be swiftly administered to the face of those mentioned above who did not receive one on Pi Day.

BIFRT a Pie be swiftly administered to Andrew's face, pending the fundraising of \$50.

BIFRT if \$169 is raised, the old MES executive be pied,



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BIFRT if \$200 is raised, the new exec gets pied,
BIFRT if \$300 is raised, Lauren MacWhirter must lick the pie off of Mike Sucharda.
BIFRT the motion be amended to include all others who did not receive their pieing on Pi Day.

Motioned by: Marko Maric
Seconded by: Tyson

Motion passed

Clean up! Garbage bags will be provided and sent around the room. Please help clean the room and areas around you.

Final Quorum Count - Please sit with your Department Members!

Motion to Adjourn Meeting

Motioned by: Ryan
Seconded by: Taylor

**MES Robert's Rules of Order:
Hand Signals Cheat Sheet!**

General Rules:

- Raise your hand if you wish to speak
- You may only speak if recognized by the chair (CRO)
- The chair keeps a running speaker list, so, for the most part, the order in which you put your hand up is the order in which you will speak
- All "quick points" take precedence
- All "direct responses" will speak before the next "new point"
- Try not to repeat points other people have already made



New Point

Do you have something *new* to say that doesn't have anything to do with the current discussion? Use this!



Direct Response

Do you want to be involved in the current discussion? Do you have a direct response to something that has been said. Is your speaking point a *part* of the current discussion?
Use this!



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“Quick” Point

Do you have a quick question that will be answered in one sentence?
Ex. Clarification (“what does that abbreviation stand for?”), Informational (“How much was budgeted for that?”), etc.



I Agree

Instead of repeating what someone else said and making the conversation circular, if you agree, simply put a thumbs up.



Circular Motion

(Try to avoid)

Make this hand signal if you think discussion is becoming circular (ie. people are repeating the same thing). If the chair recognizes enough signals, the discussion will be ended.