



**McMaster Engineering Society**  
**Semi Annual General Meeting I Agenda**  
**October 25<sup>th</sup>, 2017**  
**BSB 147**  
**7:00pm**



**Approved Absences:** Parsa Beheshti (midterm), Gabriel Marais (midterm), Carley German (midterm), Vicky Duarte (midterm), Christie Condron, Nimish Hegde (midterm), Raveen Appuhamy (midterm)

**Quorum Count - Please sit with members of your Department**

Department	Initial Count	Final Count
Bioengineering		
B. Tech		
Chemical		
Civil		
Computer Science		
Electrical & Computer		
Engineering Physics		
First Year		
Management		
Materials		
Mechanical		
Mechatronics		
Society		
Software		

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

**Ratification of the Agenda**

**Ratification of Incoming Council members**

**Coordinators:**

- WL Lounge – Connor Zarankin and Jacob Zarankin
- Drain – Marc Peters and Lianna Tkach
- Culture – Linford Rodriguez and David Hobson
- Information Technology – Ryan Schultz and Melissa Lam
- Fireball – Veronika Henzel and Patrick Gurczak
- Kipling – Amy Gullins and Katya Lemos
- Trailer – Francesco Rao
- ARC – Arjun Ferando, Nimish Hegde, and Raveen Appuhamy
- Advertising – Riya Suthar
- Professional Development – Julian Simeonov and Desmond Kennedy

**Department Representatives:**

- First Year – Joanne Lewis
- First Year – Danny Nguyen
- First Year – Alex Moica
- First Year – Adam Cianfarani
- First Year – Leisha Fernando
- iBiomed – Konrad Gralaa

**Editors:**

- Frequency – Sophia Tao and Merat Goharshad
- Handbook – Vicky Duarte and Andy Fan
- Plumblin – Vicky Duarte and Andy Fan

**Other:**



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CRO – Mitchell Kurnell  
Administrator – Lizzy DaMaren  
MacLAB Chair – Nick Rotella

**Presentation 1: McMaster Baja Racing**

*Presented by: Lacey Wice*

**Presentation 2: SRA Engineering**

*Presented by: Max Lightstone*

**Presentation 3: McMaster Women in Engineering Society**

*Presented by: Keri Hagan & Alex Lech*

**Presentation 4: McMaster Engineering Musical**

*Presented by: Ali Waseem & Daniel Leal*

**Presentation 5: MSU Announcements**

*Presented by: Chukky Ibe*

**Presentation 6: Mechanical Contractors Association of Hamilton**

*Presented by: Gavin Jing Li & Evan McEvoy*

**Presentation 7: McMaster Engineering EcoCAR 3**

*Presented by: Frederico Duperly & Alison Bayzat*

**VP Tasty**

*Presented by: Queen's Pizza*

**Motion 1: MES Wellness Constitutional Amendment**

*Spirit: To add the position of Wellness Coordinator to the MES Constitution to make it an official role  
Whereas the position of Wellness Coordinator has been running as an ad hoc position for three years  
Whereas this position has become an important part of student life and needs to be maintained  
Whereas there will also be accompanying Policy Manual Changes to reflect the position  
BIRT the position of Wellness Coordinator be added to Article Five 2c*

*Motioned by: Dani Lake  
Seconded by:*

- 2) Appointed Non-Voting Members
  - a) Chief Returning Officer
  - b) Administrator
  - c) Coordinators
    - i) BLUE Lounge Coordinator
    - ii) Co-Orientation Coordinators
    - iii) Culture Coordinator
    - iv) Drain Coordinator
    - v) Fireball Coordinator
    - vi) Information Technology Coordinator
    - vii) Kipling Coordinator
    - viii) MEC Coordinator
    - ix) Tutoring Program Coordinator
    - x) Academic Resources Coordinator
    - xi) Trailer Maintenance Coordinator
    - xii) Professional Development Coordinator
    - xiii) Advertising Coordinator



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xiv) Wellness Coordinator

**Motion 2: Wellness Deserves Policy**

*Spirit: To accompany adding Wellness Coordinator to the Constitution and define its roles*

*Whereas the position of Wellness Coordinator(s) has been currently running as an ad hoc position for three years*

*Whereas this position has become an important part of student life and needs to be maintained*

*BIFRT the positions of Wellness Coordinator(s) be defined under the MES Policy Manual B.6*

*BIFRT the Wellness Committee be defined under the MES Policy Manual I.4*

*Motioned by: Dani Lake*

*Seconded by:*

Policy Manual B.6

6.20 Wellness Coordinator(s)

The Wellness Coordinator(s) shall:

- a) Be appointed by the VP Student Life at the approval of the Executive
- b) Chair the Wellness Committee (see "Committees", Section I.4.16)
- c) Plan and execute events related to student wellness, education, and stress relief
- d) Report to the Vice President Student Life
- e) Be a position held by a maximum of two (2) people

Policy Manual I.4

4.16 Wellness Committee

- a) The Wellness Coordinator(s) will select the members of this Committee.
- b) The Committee is responsible for ensuring an appropriate amount of events related to student wellness, education, and stress relief are run each term
- c) The structure of the Committee shall be determined by the Wellness Coordinator(s) and is to be approved by the VP Student Life

**Motion 3: McMaster NEUDOSE Affiliate Status**

*Whereas McMaster NEUDOSE is the first satellite team at McMaster*

*Whereas McMaster NEUDOSE is comprised primarily of students from the Faculty of Engineering*

*BIRT McMaster NEUDOSE receive Affiliate status with the McMaster Engineering Society.*

*Motioned by: Mitchell Kurnell*

*Seconded by:*

**Motion 4: Mac Design League & Special Projects Funding**

*Whereas Mac Design League is hosting an annual Designathon competition, where students will have 2 days to develop solutions for a set of problems using CAD/3D printing.*

*Whereas Mac Design League seeks access to the Special Projects Fund, which will help reach the goal of creating a richer experience for the participants at the Designathon.*

*BIRT Mac Design League receives \$1000 from the Special Projects Fund to satisfy the proposed budget requirements for the Designathon.*

*Motioned by: Shreyas Gangwani*

*Seconded by:*

**Motion 5: Mac ACM Team Status and Re-Branding**

*Whereas McMaster Association for Computing Machinery (Mac ACM) offers students additional advanced computer science instructions that aren't offered in the curriculum.*

*Whereas Mac ACM sends teams to the Regional International Collegiate Programming Competition yearly.*

*Whereas Mac ACM programmers constantly dominate local and international competitions. (Top three MEC teams this year all had Mac ACM members. Last years winning OEC team was comprised exclusively of members of Mac ACM. Every Microsoft programming competition hosted at Mac has been won by Mac ACM members since it's inception last year. Third top Canadian University at East Central North American Regional Qualifiers)*



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*Whereas Mac ACM wishes to re-brand to McMaster Competitive Programming to better describe what we do for the engineering and computer science community.  
BIRT The MES affiliate McMaster ACM becomes an official MES team.  
BIFRT The team is re branded as "McMaster Competitive Programming".*

*Motioned by: Jacoby Joukema  
Seconded by:*

**Executive Accountability Presentations**

**VP Student Life – Dani Lake**

**VP External Relations – Jocelyn Lee**

**VP Finance and Administration – Liam McDermott**

**VP Academic – Luka Samac**

**President – Michael Meier**

**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:  
Seconded by:*



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**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!



**"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.