



**McMaster Engineering Society
Semi Annual General Meeting I Minutes
October 25th, 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), Gabriel Gebril

Quorum Count - Please sit with members of your Department

Department	Initial Count	Final Count
Bioengineering	12	14
B. Tech	19	14
Chemical	13	12
Civil	16	15
Computer Science	11	14
Electrical & Computer	11	16
Engineering Physics	15	13
First Year	12	11
Management	16	14
Materials	20	16
Mechanical	15	11
Mechatronics	14	10
Society	24	15
Software	16	12

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

Max L.: presentation 5 before presentation 1.
Mitchell: Chukky has a meeting to get to. No discussion, voting.

Majority for
0 opposed
5 abstentions
Motion passes

Michael Meier: Changing title of coordinator WL lounge to DW lounge.
Mitchell: David Wilkson Lounge. No discussion.

Majority for
Several opposed
Several abstentions
Motion passes

Mitchell: Motioning to ratify agenda

Majority for
0 opposed
2 abstentions
Motion passes

Ratification of Incoming Council members

Coordinators:

DW Lounge – Connor Zarankin and Jacob Zarankin
Drain – Marc Peters and Lianna Tkach



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Culture – Linford Rodrigues 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

Discussion:

Lin: name change, last name is spelt with s not z.

Majority for
0 opposed
3 abstentions
Motion passes

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

Discussion:

Mitchell: change this year. Three Eng. 1 positions, one comp sci, one B.Tech, one iBio. Broader representation of population.

Majority for
0 opposed
4 abstentions
Motion passes

Editors:

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

Discussion:

None

Majority for
0 opposed
2 abstentions
Motion passes

Other:

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

Discussion:

Attendee: What's CRO?
Mitchell: Chief Returning Officer
Attendee: Maclab?
Mitchell: endowment for funding new lab equipment.



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Majority for
1 opposed
1 abstention
Motion passes

Presentation 5: MSU Announcements

Presented by: Chukky Ibe

Introduction. Presentation is to give a holistic overview of MSU. Promised improve quality of wireless, support for off campus students, better food.
For wireless, it's generally improved. Mills, MUSC, Thode improved. Working in the short term and long term for wireless and wired. Increased to 5Hz wireless across campus on Mac Wi-Fi.
Off campus, landlord grading system. Texting app service where you can ask questions about landlords, bylaws.
Delivering food to houses. More affordable on campus, want off campus. Working with Plan B, a delivery service. Working to get it for Dec. or Jan.
Extended hours in Pulse, working on new Student Activity Building. Collecting feedback from students, breaking ground March 2019. Plan is now different than what was voted on. Activity building will be in front of Pulse, expansion at back. Saves time and cost, provides additional square footage.
Working to make course outlines available to everyone. Asked to give course outlines while selecting courses.
Renovation to 1280, changing part into café style space. Affordable food, quick grab and go, providing more food options on campus. Aiming for January, providing healthy and affordable food.
MSU is also an advocate to government on behalf of student needs. We have six main priorities. More details later if you want them, list them now.
Upcoming initiatives, retrofitting the SHEC space on second floor MUSC. Available for breastfeeding, available for parents to take care of children.
Next few days is MSU open house. Opportunity to engage with us on a more personal level. Open office, tours.
Acknowledging leadership within MSU; Mike, Mitchell, and Max L. have shown excellent leadership skills.

Discussion:

Graeme: what is WUSC student refugee?

Chukky: used to support refugee students on campus. We've had it for 13+ years.

Zach: combing the two projects, Pulse and student space. Will student fees towards that be going down?

Chukky: mortgage will be paid off in 40 years. Saving fees for students in future. More square footage for spaces we need, getting it done faster because renovations done at same time.

Jocelyn: For tuition in your advocacy areas, what about it?

Chukky: government grants. How federal and provincial grants intersect. Want better coordination between those.

Ian: date for MSU general meeting?

Chukky: second semester. Hosting town hall on Nov. 1 in bridges.

Jocelyn: saw on minutes for MSU AGM last year someone motioned to have meeting once every term.

Chukky: we didn't have quorum, motion didn't carry, hosting townhall instead.

Presentation 1: McMaster Baja Racing

Presented by: Lacey Wice, Paul Pahulje & Frank Rao

Introductions

Student-run engineering design team, build/race a single seat off-road vehicle. Compete in competitions. Motivated and dedicated students.



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Accept all students who make it through application. 190+ applicants this year, 88 new members. Steady growth, more than doubled in past year.
Currently 3 vehicles for unofficial competitions. 2014 car hoping to register competition at University of Laval in Feb., after that retire it. Keeping it to continue with driver training, give newer members hands on. The 2016 car went to Kentucky end of Sept. The 2016 and 2017 cars were in that. Entering both at Laval. 2017 car competed at two official competitions this summer. California, Kansas.
Results. List of placing at various events.
Events for this upcoming year. Laval in Feb. Fiat-Chrysler testing grounds with other teams. Other competitions.
Budget spread amongst six sub teams. Review of the budget breakdown.
MES funding does not go towards competitions (fees, travel). Comes out of pocket. Funding goes into new cars. Car costs \$45,000, sponsorship doesn't quite cover that. Rest of difference made up funding from MES, department heads.
Display of sponsors. Most sponsors stay on every year. Also provide networking opportunities for students.

Discussion:

Jocelyn: can teams apply to conference/competition fund?
Mitchell: Not sure, I'll look into it.
Jocelyn: if so, you should apply to that.
Max L.: have you applied for MSU sponsorship?
Lacey: we're separate from MSU. One of the only car teams under only MES sponsorship.

Presentation 2: SRA Engineering

Presented by: Max Lightstone

Introduction.
SRA is the governing council of the MSU. Made of undergrad students. 4 are the board of directors, others from the faculties. Engineering has the most members. These are the SRA Engineering members. Come to us for questions about MSU. Plans for the year, strengthening relationships with MES. Health and dental insurance for people on internship. Transparency. Giveaways and swag. Free coffee in Thode during exam season from 12pm-1am. Have a Facebook page, giving away swag. Info page on macengsociety.ca. We represent you, can help you interact with MSU.

Discussion:

None

Presentation 3: McMaster Women in Engineering Society

Presented by: Keri Hagan

2 new presidents. Alex is not here. Couple of events so far this year. Mentorship BBQ, run by alumni office. Run for the cure, team went out this year. Mentorship night, pairs first years with upper years. Upcoming, movie night Nov. 6th. Clothing sale end Nov. WISE conference next semester. Cookie decorating. Professional Development events are new this year, 1-2 per semester. Have Facebook page, emailing list. Events open to everybody. Funding from MSU, MES and faculty. For WISE conference, funding from faculty. \$1500 from MES is spent solely on events. Conference budget carried forward, as is events. This year we're keeping track of our cash box for transparency. Contact us for partnerships, to reach out.

Discussion:

Attendee: how can men support?
Keri: come out to events. Hear panelists, meet new people.
Luka: What's the carryover?
Keri: carryover for conference was \$300 last year. Events had \$600 carryover. Usually we spend MES money, faculty money carried forward. Two new events this year, want to break even.



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Presentation 4: McMaster Engineering Musical

Presented by: Ali Waseem & Daniel Leal

Introductions

Dan: 20th anniversary year. Started at Bridges, grown since then. Over 2000 people over all three nights.

Ali: MEM, everyone in from faculty of engineering. Work throughout year to put on a whole musical. Show dates March 15th, 16th, 17th.

Dan: our musical inspired other faculties to create musicals, even other schools engineering musicals. Great feedback.

Ali: theme for show, make a parody of it. Drum roll. Into the Arts Quad, parody of Into the Woods.

Dan: McIntyre Performing Arts Centre at Mohawk. Started there last year. Show dates 15th 16th 17th of March.

Discussion:

Luka: LW Wilson new theatre, capacity?

Ali: under 100. Our show usually has ~1000 coming out on biggest night, can't accommodate us.

Presentation 6: Mechanical Contractors Association of Hamilton

Presented by: Gavin Jing Li & Evan McEvoy

Introduction

Competition is in States, we're the student chapter on campus. Competition hosted by Mechanical Contractors Association of America. 40 universities in North America participate, first Canadian team. Competition is a full project design estimation for actual project, they judge submissions against the actual project done. Previous years we've done well, left a good impression. Hope to be in top 5 this year. Project this year redesigning HVAC system for a restaurant in NY city. Project plan, permits, full proposal. Timeline, get the project on Oct. 1st. Team of 6 working on project. Dec. 15th is proposal submission. March 2018 is the conference, top 4 teams go there to present. Best presentation takes grand prize, \$10,000. In San Antonio.

Team membership gives students experience in real-world situation. Applying knowledge to industry. Able to see project through a complete lifecycle. Cross discipline team. Networking and job opportunities from industry partners. Only Canadian team in competition. Other universities showing interest.

Goal as a team is to represent McMaster. We want to increase recognition of school and faculty in North America. The team is providing real-world experience and networking to our members.

Discussion:

Lacey: experiential learning course, can you get course credit for capstone?

Answer: Proposal in first term, project comes around second term.

Jocelyn: go from Oct. to Dec. if you're not in the top four, Oct. to March if you're in the top 4. What do you do between?

Answer: Members of team executives of student chapter. Arrange tours around Mac. Networking events with industry. We also get funding from contractors that represent Burlington to Niagara Falls. We keep a connection with those contractors with the school for employment opportunities. We showcase what Mechanical Contractors are, provide exposure to industry.

Jocelyn: Just 6 people on them team?

Answer: To get involved we reset every year, look for people later on for tours, determine team for next year from that. Around 10 students involved.

Attendee: how do you get involved, hear about events?

Answer: We have a Facebook page, MSU club, directory on site to post stuff. Figuring out primary way, likely Facebook. Send out emails. Industry meet and greets will be on OscarPlus.

Presentation 7: McMaster Engineering EcoCAR 3

Presented by: Frederico Duperly & Alison Bayzat

Introductions



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EcoCAR 3 is a 4-year competition. Goal to take 2016 Chevy Camaro and turn into hybrid. Entering year 4 of competition. Car was able to compete in all events last year. Most notable award was the 2017 team to watch award, shows competition has faith in us to do extremely well. Have 70 team members, engineering, business and communications. Recruitment through a development challenge. Challenge, if you put in effort, become part of team. Did the competition as individuals this year, do a project to show effort. Team of 5 faculty advisors, 70 students. 2 active graduate students. Competition sponsored by GM, number of other sponsors. Work with industry professionals, learn new skills/tools. Engine bay, parts totally design by us, gives students experience. Mechanical team, focus on design for manufacture, work with cool materials and manufacturing techniques. Controls team, logic development, lane detection, collision avoidance. Gain knowledge of systems design for these. Electrical team, controllers, working with electronics, integrate with vehicle. Subteams interact with each other to make car. Students exposed to energy systems in hybrid vehicles.

Discussion:

Attendee: what if you're in fourth year before competition?

Answer: hundreds of schools put in a proposal to be a part of new competitions. Advanced Vehicle competitions, funded by US Department of Energy. We're waiting for call for proposals, have stuff in place for resubmissions. If we're in good standing for competition, hard to lose spot in next competition if we submit a proposal. I don't foresee us in being kicked out because of our strong performance.

Attendee: Last year competition/events, you had a fully functional car? What are you doing this year?

Answer: Competition laid out in four years. First year no car, just simulation. Second year was powertrain components, 50% integration. Year 3 everything in the car, 65% integration. Ours was able to drive around. This year is 99% ready to go car, focusing on consumer appeal. Added competition this year for driving.

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: Hannah McPhee*

- 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
 - xiv) Wellness Coordinator



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Third year Wellness coordinator being run. Wellness not immediately written into policy, doing it now.

Discussion:
None

Majority for
0 opposed
4 abstentions
Motion passes

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: Gabriel Marais

[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

Dani: in constitution, now need policy manual to define roles and the committee they will chair.

Discussion:

Quinn: How do you apply for this position?

Dani: After elections in spring, appointed by a committee.

Vanessa: What's the difference between non-voting member of exec council and president of club/team?

Wellness committee position is similar to being a president.

Dani: They have a position on council, just not a voting member.

Keegan: Held by max of 2, apply together or separately?

Dani: Up to that year's executive, we did either or.

Ian: On Vanessa's point. Member of council, budget handled differently than club/team. Potentially non-voting members have more room in terms of what they run.

Liam: For clubs/team, we're just their sponsors. Our services have more wiggle room.

Majority for
0 opposed
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1 abstention
Motion passes

Mitchell: Motion 3 is by me, I can't chair it.
Liam: I nominate Michael Meier as chair.

Majority for
12 opposed
3 abstentions
Motion passes

Motion 3: McMaster Interdisciplinary Satellite Team Affiliate Status

Whereas McMaster MIST is the first satellite team at McMaster

Whereas McMaster MIST is comprised primarily of students from the Faculty of Engineering

BIRT McMaster MIST receive Affiliate status with the McMaster Engineering Society.

Motioned by: Mitchell Kurnell

Seconded by: Alex Moica

Mitchell: I'm the electrical power system team lead. MIST, McMaster Interdisciplinary Satellite Team. Want to become affiliates. Engineering and science students, 87% engineering and B.Tech. Interdisciplinary team, students from every department of engineering except materials.

Erica: I'm the project lead for MIST. Comprised of NEUDOSE mission, High Altitude Student Payload project, and MACE, McMaster Aerospace Collective Endeavors, collaborating with rocketry team. NEUDOSE main mission, Neutron Dosimetry & Exploration. Unique radiation detector, research helps figure out astronaut radiation hazards. Building satellite.

Mitchell: Size of a loaf of bread.

Erica: We applied to a program high altitude. NASA, Louisiana State University. 12 universities in North America were able to participate in it. We were able to fly our payload in a balloon 100,000ft high. 10 team members went to NASA to test this summer.

Mitchell: Also a part of McMaster Aerospace CE. Rocketry, flying payload on rocket. B.Tech for ground station. Radiation sciences graduate program. Incorporating undergrad and grad students on same projects. Alumni association helps with funding. NEUDOSE teaches skills to students. Going to conferences, opportunities to develop presentation and networking skills. Previously we have received special projects funding from MES for communications systems. As affiliates, we want to share resources with the MES, share expertise, network.

Discussion:

Hannah: What is affiliate vs. clubs/team?

Mike: Both groups are recognized by the MES. Clubs are eligible clubs funding, affiliates just affiliated.

Affiliates can apply for MES funds such as special projects funding.

Attendee: What are the other benefits?

Mike: Partnership with MES. Access to branding.

Keegan: Why are you becoming an affiliate now?

Erica: When we first started, focusing on just NEUDOSE. Developing it, we see potential for this as ongoing project. Satellite will have interchangeable payload, long-running club. Recently had some management restructuring to function better as affiliate, can be held accountable by MES and work more closely.

Attendee: The image you showed of the payload, is that radiation sensor?

Erica: Yes, we designed box with components for radiation detector, could test it. NASA balloon took picture 100,000 feet above ground. End of Nov. we have our second annual tech show, you can come see flown device.

Becca: With a clubs/teams status, will you be using space in Hatch?

Erica: We're an interdisciplinary team, housing in different area of campus. Hasn't been confirmed, but interdisciplinary space for engineering and science being built by ABB.

Attendee: You mentioned NEUDOSE is underneath MIST. Is MIST not becoming affiliate?

Mitchell: Wording error on my part, should say MIST. Motion to change motion, everywhere is says McMaster NEUDOSE, say McMaster Interdisciplinary Satellite Team instead.



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Majority for
 0 opposed
 2 abstentions
 Motion passes

Attendee: If you're interdisciplinary, why MES instead of MSU?
 Erica: Applying to 4, MES, MSS, GSA, MSU.
 Liam: How many undergrad engineering members?
 Mitchell: 40 team members, 35 undergrad engineering students.
 Attendee: What's your long-term plan?
 Erica: It's not a competition, motivation for scientific data. Team members get to be authors on publications. Long-term to continue to contribute to scientific community, develop engineering skills of students.
 Mitchell: Trying to penetrate aerospace as undergrad difficult, huge benefit for undergrads.
 Erica: Every single member is an active member, specific projects, have specifics to talk about on resume/in interview.
 Attendee: What funding do you get from everyone?
 Erica: We're just asking for affiliate status, not funding. Fundraising, mostly working off of sponsorships. Up to \$200,000 worth of sponsorships in hardware/software. \$30,000 in cash donations to buy a seat on launch provider.
 Luka: Last year at SAGM I you asked for special projects funding for ground station, what happened with that?
 Erica: Components are purchased, need to submit receipts. Ground station mostly being done with us and B.Tech, currently visiting rooftops to find location.
 Mitchell: B.Tech is getting capstone credit for working with this.
 Attendee: How to join?
 Mitchell: We have a website, mcmasterNEUDOSE.ca. Recruitment tab, you can submit your resume.
 Erica: Recruit in 4-month cycles. Post projects to work on, when you apply you identify what you're interested in.

Majority for
 0 opposed
 4 abstentions
 Motion passes

Mike: Motion to give Mitchell control. Motioned by Linford, Desmond seconded.

Majority for
 7 opposed
 5 abstentions
 Motion passes

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: Quinn Shobbrook

I'm the President MDL. We do CAD workshops, a challenge, CAD helpline, Designathon. 5 CAD workshops, building a tank, 80+ signed up first two days. MDL challenge, students from workshops can practice what they learn. CAD helpline, answer any questions people have. Main reason club was founded for Designathon. Competition is similar to hackathon, CAD, 3D print and present to judges. First was in Jan. 2017, it was a success. Small, prototype. 40 students, 50% were in Eng 1, 20% in mechanical engineering, 20% in B.Tech, 10% other faculties. Getting ready for 2018, 20th and 21st of January. Plan to triple size, EOHSS approval, CIBC hall booked. Estimated budget \$3500. Budget breakdown of spending. From MES,



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want funding to help run event (swag, better locations). \$500 MSU, \$1000 funding external sponsorships, asking for \$1000 from MES. First competition of its kind, pioneers for inter-university competitions.

Quinn: I think it's cool idea, huge value for students in event.

Shreyas: free event for everyone, \$5 registration fee that's refunded once you come to the event.

Quinn: Based on that, I think it's a great opportunity for students in engineering and across McMaster.

Discussion:

Attendee: Seems it would happen annually. Why are you applying for special projects funding instead of clubs/teams?

Shreyas: MES affiliate already. Clubs status next year. Need money for this event.

Quinn: Clarify timeline to become club from affiliate?

Mitchell: Affiliates have to be affiliate for a year until applying for group/team status. Teams require participation in a competition for that status, MDL is running competition so group status.

Becca: Is the competition open to everyone on campus?

Shreyas: Yes.

Becca: Do students outside participate, if yes why not applying to other funding?

Shreyas: 10% from other faculties. We do have MSU club status, try and push more for other faculties.

Target audience is engineering.

Quinn: \$500 from MSU is on budget.

Attendee: Where does the extra \$1000 from \$3500 come from?

Shreyas: Sponsorship package, contacting companies for that.

Attendee: A draw of hackathons is inter-university competitions. Is that a long-term goal? Open to students from other universities?

Shreyas: That's the eventual goal. Scaling up this year, within next 3 years hoping to have it inter-university like hackathon. Limitation in the 3D printers, so a limitation to how many you can host.

Attendee: \$500 MSU, \$1000 sponsorships, \$1000 us, \$1000 more sponsorship?

Shreyas: Yes.

Attendee: Other schools, currently can't participate?

Shreyas: Can't participate, we can't facilitate because not enough funding. It's also a bigger process our team is too small.

Attendee: Long-term goals? 10 years?

Shreyas: Grow in numbers, size, promote 3D printing and CAD. MDL goal is having job placement or interview as an award.

Attendee: How do you plan to scale up based on 3D printer limitation?

Shreyas: 3D printer currently costs nothing, partner with EPIC lab. 10 printers we have access to. Down the road add more, Makerspace added 2. Larger scale, get enough funding, have own printers. Currently only print on one day, if we own printers can facilitate multi-day printing.

Attendee: Have you talked to Genius3D printing?

Shreyas: Yes, haven't heard back.

Attendee: Are the 3D printers an integral part that they're a limiting factor? Why does it need to be part?

Shreyas: doesn't have to. Option for them. 3D printing is a huge aspect for attraction, if someone wants to they can. Doesn't have to be a limiting factor.

Attendee: What were the problems for last year Designathon?

Shreyas: Three problems, 2 given by industry. CSA lunar mars rover, redesigning a car door, harnessing energy from cars on highway.

Majority for
1 opposed
6 abstentions
Motion passes



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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)

Whereas Mac ACM wishes to re-brand to McMaster Competitive Programming to better describe what we do for the engineering and computer science community.

BIFRT 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: Daniel Wolff

We were an affiliate as of last year. Sent team to ICPC competition. Sending 3 teams this year. 30 people tried out, sending 9 to Windsor this weekend. We build on comp sci and software engineering curriculums, develop skills. We want to become a team, rebrand name. As an ACM chapter, students have to have an ACM membership they have to pay for, want it to be open to everyone.

Discussion:

Attendee: As an MES team, you're eligible to apply for funding. Would you, what would it be for?

Jacoby: currently apply for conference funding. Next year, team funding, help us fund better practices, scale up workshops, attract a broader audience.

Becca: What about sponsorships, partnering with people like Microsoft for funding?

Jacoby: Not financially. Tryouts this year, Intel was recruiting top candidates from competition. Opportunities for future.

Attendee: Just clarifying, understand rebranding. Main reason for team status is funding?

Jacoby: Yes, and the extra reach we'll have as official team.

Attendee: Clarify, people who want have to join pay a membership?

Jacoby: As an ACM chapter, you have to be an ACM student member. We want to drop the ACM name, re brand so that no one has to pay that fee.

Becca: With team status, access to new space, using that?

Jacoby: Ideally use it for practices, running workshops. Typical usage.

Attendee: Charging members now, is ACM a McMaster branch of greater association?

Jacoby: We don't charge, they pay to be an ACM student member. It's an industrial group. We're a chapter right now, to be recognized as official member of group have to be ACM member. Moving away from that with rebranding.

Attendees: Workshops available to public?

Jacoby: Open practices and workshops. We advertise on our Facebook page.

Majority for
5 opposed
15 abstentions
Motion passes

Executive Accountability Presentations

VP Student Life – Dani Lake

What am I supposed to do? Sit on committees, organize Eng Fest week following welcome week. Changed, in WW do much bigger Clubsfest, haven't really done much. This year it happened in Hatch grand opening. Sending out Messenger to tell you what's going on, haven't been doing that, hope to start doing again as of November. Do EOHSS stuff. Watch over my AVP Events Keeran, AVP Clubs/Sponsorships Gabriel,



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Wellness coordinators. I overview positions, answer questions, help them facilitate things. A lot of EOHSS stuff, forms. Can help, answer questions. General exec things, more flexible.
Go through my platform points. Alumni donate directly to clubs. Still working on it, not quite sure of the direction, future work. Collaborate events with sponsors. ISAAC has had event, others interested. MES card, over summer new system, sticker on student card. New sponsors for it, working on it. More workshops outside of Big Team Meeting for clubs/teams/committees. Event planning workshop happened. Streamlining submission of EOHSS forms, calendar, Messenger. Simplified, one Google form for EOHSS, selections for calendar/Messenger. Also on website. Wellness and FYC, going well. Thought of doing wiki, research discovered a lot of work. Instead, shared Google drive for exec/AVPs. Eventually all of council. Various documents pertaining to MES. Folder to be shared with clubs/teams is how-to folder, EOHSS, event planning. Drive increases efficiency of council. Advocacy, working with SRA reps, improving that relationship. Advocacy group with Mike. Website redesign, leftover from Marko (VP student life last year). Slow, hired 2 IT coordinators in spring, recently hired a design person. Hatch, space allocation meetings, moving into buildings. National Conference I'm hosting couple weeks, not part of VP role, Conference on Diversity in Engineering. Haven't accomplished platform points, this conference has been taking up a lot of time.

Discussion:

Attendee: Messenger, the previous VP student life was struggling with that too. How do you plan on getting on track so that future VPs won't have same problem?

Dani: Giving more resources. Didn't understand how to do it, next VP will have proper transition.

Attendee: How to book Hatch study space?

Dani: Send email to ghc@mcmaster.ca. Future, online room booking system for libraries. Currently, only clubs and teams can book meeting rooms.

Attendee: For study room booking, hour intervals or whole day?

Mike: It's in the works, very similar to library system. Limit to how much you can book per day, want to work with library to help us. Aiming to have this second term.

Attendee: Why is it restricted to club/team?

Mike: A lot to deal with for one person to go through emails for booking.

Attendee: Changes to hours of Hatch? Study rooms, facilities close at 11.

Mike: Holdup on operating committee meeting for Hatch. Working on it, know it's a concern.

Dani: The current issue is security.

Attendee: When the booking site up, anybody able to book?

Dani: Students from faculty of engineering who are MES members.

A (follow up): If the room could be booked for one student for two hours, nobody else could use?

Dani: Still being figured out, in discussions.

VP External Relations – Jocelyn Lee

What I do. 24ish exec meetings, 17 hours plane trips, 2 positions I oversee. Professional Development Coordinators, Public Relations Director. ESSCO AGM, ESSCO is Engineering Students Societies' Council of Ontario. Engineering societies for all accredited universities and Conestoga. AGM, Annual General Meeting, elected ESSCO exec for next year. Andrew Cook (previous MES President) is president this year. I was part of ECCS interview, Engineering Co-op and Career Services, hired new manager. Used to be Arlene, now Kathryn Leistner. Did a conference info booth. Poster, at WW, Eng 101 week. Helped people learn more about conferences. September, ESSCO presidents meeting. Mike, Luka also attended. Mandated that ESSCO exec make a province-wide blood drive competition. Patch database on ESSCO website. CFES PM, Canadian Federation for Engineering Students, it's the national bilingual organization. Vancouver, CIESO came out of that. Coalition of International Engineering Student Organization. Right now for competition we go to MEC at McMaster, OEC provincial, CEC national, ends there. Main goal of CIESO is to create international competition. Change Lab, Calgary. Part of working group CEEC. Looking at engineering graduates, there's a gap to industry, how to change the curriculum to better prepare students for workforce. PEO Queen's Park Day, ministry, provincial parliament, deans, engineering students. Get government more interested in including engineers in policy. Halton-Hamilton Engineering week luncheon this week. Shameless plug, tomorrow is LinkedIn photoshoot. Another one next term. Going over my platform. Advertising, external section on MES website for advertising, blog. MES website isn't updated, so



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neither is this. Professional development ECCCS, meetings, PD nights coming up. External organizations, ESSCO, CFES, student fees go towards memberships. What organizations offer, what money is going towards. Conferences, instead of doing reports, we're doing blog posts. Website has been delayed, so this was delayed. PEO and OSPE. PEO is Professional Engineers of Ontario, regulators for engineering in Ontario. OSPE Ontario Society of Professional Engineers, advocacy body, events planned for later in the year. Engineering outreach, events later in year. Professional development, photoshoot, other workshops planned, general workshops like our event planning workshop. Mandates, what I'm mandated to do in policy manual. Big list, if you have any questions ask at the end. Shameless plug, lots of events second half of year. NEM is coming up, National Engineering Month, in March. MES not usually big on this because of transitions. Looking for NEM director to help organize events in March to celebrate engineering. Ontario Engineering Competition, looking for competition chairs. Interested, email me.

Discussion:

Attendee: The ECCS Operating committee, what does that do?

Jocelyn: Not a thing anymore, need to update that mandate. Talking to them, still in communication, but there's no operating committee.

Attendee: How do you decide who's chair for OEC?

Jocelyn: The OEC competition happens in Jan., schools go to submit bid for OEC. By Nov. 15th, Mac has to let ESSCO know who's interested in being chairs/co-chairs along with letter of support from the Dean. Interested, email me, there's an interview process with representative of Dean.

VP Finance and Administration – Liam McDermott

Over the summer, prepared books for review engagement, that's a requirement for us to get money. Remittance fees, student fees we collect from university. Last year didn't get \$30,000 due to Mosaic mistakes, made sure we would get it this Fall. Budget meetings done with Hatch space meetings. Data on student membership fees for projection. Lots of cheques. Have surplus from last year, not sure how to spend that, for now saving it. Hatch is open now, a lot of funding reserved has been released (i.e. Makerspace). Student space enhancement committee, members selected. Printable cheques now, can write less, checking platform point off my list. MES census, Aya helping with developing questions, see what people think of our services. Financial literacy and awareness, what MES is doing with money, how to do taxes. Professional development coordinators helping with financial literacy workshops. Budget available on website, it's been passed by council, showing all of you. Opening balance as of April, hadn't paid co-op fee. Contingencies set aside. Explanation of the incomes. Expenses, co-op, audit, funds, paid positions in MES, services, transition, elections, membership fees, clubs/teams, etc. etc.

Discussion:

Attendee: Does implementation of the referendum fall under your portfolio? Things voted on for Hatch? Voted on referendum two years ago.

Liam: Some spent on textbook library, makerspace, other parts to it. Still obligated to do that because of the vote, implementation more up to executive.

Attendee: The surplus money, use that for special projects funding?

Liam: Stipulation from referendum, can't reallocate that. Other surpluses can be used at discretion of VP Finance.

Attendee: Running financial literacy programs, are you working VP finance MSU? Engineering students, or open to everyone?

Liam: I've spoken with Daniel over summer. Financial literacy seminars in winter, PDC chairs taking it on. We'll see, few months away.

Attendee: The engineering loan? Who can apply, requirements?

Liam: No interest. Need to be MES member, club, team or affiliate or event organizer (i.e. Troitsky bridge building competition). No legitimate reason won't get it.

Attendee: Can you talk about the triple bottom line?

Liam: don't know what sustainability is, can't.

Attendee: How do you ensure people pay back cash loans?

Liam: Recently introduced contract for that, holds them liable. Agree to pay by certain date, if not paid back talk to Director of Finance for faculty and can hold back their graduation if they refuse to pay it back for no legitimate reason.



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VP Academic – Luka Samac

Keeping experience within MES, alumni advisory network in works. Ken Cooley reviewing feasibility, how it could be implemented on faculty side. Events with alumni, plans with VPX to have event during NEM in March. Improve academic resources: course material resource bank, shut down by faculty. Wanted it to be like test bank, have course information. Discrepancies would result in people have misconceptions of courses, faculty didn't want that. Unity within MES Academics, saw inefficiency with SAAP and ARC positions, integrated for this year, working well. If at end of the year it's better this way, will motion to change policy/constitution. Actually teaching maple/MATLAB, talked to Ken Cooley, formed a team, tomorrow morning meeting with math department chair. They're pitching something else to me, I'll discuss MATLAB, setup a meeting with team. Maria and Ken both think this is going to happen, very likely next year or year after Mac Eng students will have formal MATLAB education. Mandate, you can read it in PM. Nothing I've ignored, things I couldn't do or haven't done yet. List of some other things I've done. Eng 101 week was successful. Textbook library in drain, can sign books out with student number, return by end of semester. If book isn't returned, can charge student with price of book through student number. MEC, super successful. Lots of meetings.

Discussion:

Attendee: Does MES textbook library have textbooks for all years? Can we get them?

Luka: Not sure, probably have some. Librarica, on MES website, Facebook page, has our library. We can get more books, during surplus campaign got \$5000 for textbook library, so far only \$300 touched, lots to buy books with.

Attendee: combined SAAP and ARC, MSU and university running tutoring programs, so do we need SAAP?

Luka: SAAP position maintains tutors on our end, work with SSC to get onto HelpHub.

Attendee: If I wanted textbook in library, how do I get it?

Luka: Always looking for input, need your help. For now, email us, later will come up with way of finding out most required book.

Attendee: Is there somewhere on MES site where you can look and see what textbooks?

Luka: Librarica, has full inventory.

Attendee: Will it show if taken out?

Luka: Won't show what's taken out.

Attendee: How long can you have it out for?

Luka: As long as you can, if other people need it, figure out system. Hard to keep track.

Mike: Motion to nominate to switch out chair. Presentation has Hatch stuff, Mitchell is Hatch Centre Student Coordinator, can answer questions better. Nominate Jocelyn Lee. Seconded by Ryan. (Majority for, 10 opposed, 3 abstentions, motion passes).

President – Michael Meier

Job is to maintain integrity of society, overlook positions (exec, Co-OCs, culture, CRO). Make sure long-term goals being met. Member of several committees. Hatch center, finally open. Over summer meetings, hired on shop tech, Mitchell and operating committee, move in, set up for school year. A lot of things left over. Room booking system, delay, working on it. Clubs office and storage rooms, haven't been able to move in, finishing touches; keys, securing shelves. Clubs office across junction from MES office, clubs can have a home. Ready for next term very latest. Student space enhancement committee, Liam working on it, follow up from surplus two years ago. Advocacy initiative, wanted committee to handle issues students want MES to fight for, bring them to council to find best ways to do that. We have that. Department reps have been underused, used to go to students in their department and come back with issues. Working MSU health insurance coverage for co-op students, starting to address that program. PEO Queen's park day, MPPs, members of industry. Civil structure moved, some graduated students helping with that. Stronger foundation, connecting different programs within faculty; Eng, B.Tech, comp sci, iBio. Restructure FYR, I put forward in SAGM II. Five first year reps plus iBio rep. End of year will assess system, if it works will put into policy for SAGM II this year. iBio referendum at end of year, adhoc right now because they might still leave the MES at end of year. Want to start working with program societies to see how MES can connect to members and



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offer services relative to their interests. Before next point, want to take questions on what has been up to now.

Discussion:

Attendee: Goal for the programs?

Mike: Imagine some events appeal to comp sci, B.Tech students, more interesting for them than others. Need to communicate with other program societies to see what we can do.

Attendee: When will there be a Hatch booking system?

Mike: Next semester.

Mitchell: Room booking, limited right now to clubs/teams. As HSSC, lots of responsibilities, can't handle booking everyone. MES only has booking control over first and second floors. Collaborative learning room have to talk to the Hub in JHE 216A. Club/team looking to book it, email me more than a day in advance.

Attendee: What do you mean by adhoc?

Mike: not totally legit in terms of policy, run it for a trial period, see if we want to commit to it.

Attendee: suggestion for booking, google calendar. Maybe have a google calendar so people can look at calendar beforehand.

Mitchell: Work email, GHC, is an outlook account so that it could be shared with faculty. Can't have gmail calendar, talking to supervisor about it.

Attendee: Civil structure, faculty doesn't want it?

Mike: Right now on side lot M, plan from faculty to put it next to lot M. Student interest to have it on campus, history, teaching tool.

Mike: Final part, Redsuit revamp. Engineering community at Mac, across country, moved towards more inclusive mantra. As MES, long term goals, want to include and make sure all members have equal opportunities to be involved. Redsuits, others perceive them as role models, leaders, people who contribute to society. The way we award them through welcome week is exclusive. People are chosen based on contribution, how involved they are, how good of a WW rep you are. Some people want redsuits, don't want to be rep exclusive system, prevents leaders from getting recognition they may deserve. As of very recently, every other university has it as available to all students, we're the only ones who can only get it through WW. Plan I have, I want to generate ideas. New way to award redsuits to students aside from WW. Emphasis on awarding. Should be something awarded, not just sold to, want to keep it that way. I want to hear opinions, what characteristics students want in new selection system for redsuits. Massive part of culture. Hosting townhall meetings, open google form on website to give feedback anonymously, office hours, members of faculty, other student faculty societies, everyone I can to get the most information possible. From there, break it down into how. Later on, deciding how system will work. More feedback, eventually systems come to referendum. Tentative dates for townhall, Nov. 7th, 23rd. Facebook and MES website. Around 7-9pm, give opinions/ideas. Open up floor to questions. Want to direct this towards awarding results. Based on criteria, very clearly defined. What characteristics you want to see in redsuits.

Jocelyn: curbing this discussion to 20 minutes or when conversation ends.

Discussion:

Quinn: Still idea generation, ideally when referendum? Talked about for over a year in council meetings, when will this happen?

Mike: before the end of my term, early March, sometime in March. If delays, I still want to be involved so this project stays going.

Ariin: March, before or after selection of next years WW?

Mike: After. Do not want to take away from WW. Want to hear what people have to say.

Parsa: One of only schools where we do it by tryouts. Award system, not just people trying out to be WW reps? Dissociation from university?

Mike: fireball on back, tie to university in that sense. Big facet of engineering community, keep that in tact. Don't want a dissociation, still a big part of society.

Parsa: Given some of past things in community, certain things reds can't do anymore. Would we have the opportunity to do things less associated with university?

Mike: Willing to listen to that, have conversation about that.

Ariin: Instead of changing completely way we select reds, change criteria for who becomes redsuits? Instead of completely redoing, favouring people who are leaders to be WW reps.



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Mike: In past, more or less how things were done a while ago. Because of change of idea of WW from uni/faculty, more of focus on choosing people who would be good reps. Different system, students still good leaders.

Santi: Trying out for WW rep, can't change criteria, doesn't make sense. Defeats whole purpose of trying out for WW rep.

Haley: Trying out for WW could be requirement, shouldn't influence your desire to be WW rep. that's not for the reds, dissociating it does not devalue WW experience at all.

Brennan: Does university have stance on this?

Mike: WW, not most qualified, way they do it is more for the students. Ian?

Ian: University as whole has no set system on how reps chosen. Usually end up being fairly similar. Some more strict, we lean towards creatively. Discussion started this year on what good WW should exhibit, still up in the air. I don't see it happening, each faculty so different. Other faculties do suits, but association with coveralls stop with welcome week. Science this year goal to continue association, hasn't happened yet.

Mike: Faculty seems excited, awarding students leaders redsuits outside of WW.

Haleigh: University may not have specific requirements, do they mandate only reps get suits?

Mike: Don't believe so.

Abbey: System for selection, what would you change? How would you select?

Mike: How will be decided later. What characteristics decide on now. Who and criteria need to figure that out now.

Zach: Separation between WW reps and community leader reds. Isn't that setting two standards for what a red is, not sending a clear message.

Mike: Bias of mine, I apologize. Not something I want to come in thinking. Could be chosen in tandem, could be separate.

Santi: Even if separation in how selecting, selecting WW reps, happen to get Reds, apply just to get reds. Either way student leaders.

Arrin: Possible to only give people apply for WW reds for WW? Only trying for that, not trying to be leader for rest of year.

Becca: Not directly true. Unfortunate situation where leaders of teams try out to be WW reps, that's how they should be reds. Suit represents them as McMaster leader.

Arrin: Future, someone tries out to be WW rep, not student leader, return suit?

Mike: That's about how system would work, want to hear characteristics now.

Maeve: Any ideas who choosing reds? New committee, council already exists?

Mike: Totally open, up for decision.

TJ: Continue off new committee, differentiate the kind of suits.

Sara: What if we had recommendation? Students in community nominate others. Cuts out need to have committee to do it. If it's a nomination thing, someone else review based on who's nominating, that would be a fair way.

Lilia: Am I correct in understanding reason behind this people deem deserve reds, yet not getting them because they don't fit WW?

Mike: Exactly, inherent way of recognizing leader is redsuits, issue is other criteria in how people get it.

Julian: Because reds people getting reps and leaders, visually recognize difference? Getting suits same handout?

Mike: More specific details. Issues, Western recently made new system. All our colours kind of taken by other faculties/residences, overt visual distinction would be hard. Coming up with process later.

Zahra: Don't think good idea to visually distinguish. Understanding, rep, student leader. If student leader off WW rep shouldn't make difference, either way should be able to approach.

Sara: Distinguish, subtle like a patch. Not a huge difference.

Ryan: Tentative dates for this for townhall, end this discussion now.

Lauren: Every WW rep goes through extensive training process, take this into account when selecting reds not WW reps.

Mike: More questions, email me.

Liam: Motion to make Mitchell CRO, Graeme seconds (Majority for, motion passes)



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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: Mike Meier
Seconded by: Linford Rodrigues

Majority for
5 oppositions
1 abstention
Motion passes



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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.