



MCMASTER ENGINEERING SOCIETY Council Meeting Minutes



March 12th, 2018 | JHE H204 | 7:00pm

ALL ATTENDANTS: Please inform President of your presence.

Approved Absences: Aisha Isiaka (night class, proxy Dani Lake), Tommy Siuda (night class, proxy Jocelyn Lee), Michael Jobity (out of country), Lacey Wice (midterm), Leisha Fernando (midterm), Helena Turgeon (Mac Eng Musical, proxy Christie Condron), Danny Nguyen (midterm), Parse Beheshti (sick), Lizzy DaMaren (Mac Eng Musical)

PROXY: (Person for Person)

Quorum Count: 20

Ratification of the Agenda

Mitch: 1 additional motion from what was sent out, number 4.

Majority for
0 opposition
0 abstentions
Motion passes

Ratification of Last Council Meeting's Minutes

Majority for
0 opposition
0 abstentions
Motion passes

Executive Updates

President Michael Meier

Discussion: Last council meeting of the year! Almost there. Don't bail on SAGM. iBiomed referendum going now to Thursday, have two info session last weeks. Felt like it went well. Thanks to Konrad for the help. Results will come out on Friday. Working on transitioning with Liam. Make sure you contact your successor right away. Documents on shared drive, share yours on there too. With 1 year turnover we lose a lot of information so transition is very important. Redsuit revamp, not much happened this term, other things took precedence. Going to coordinate with Liam to finish up over the summer.

VP Student Life Dani Lake

Discussion: Had Hatch Operating Committee Meeting 2 weeks ago, the one last week got cancelled. Made a process for spending the rest of the budget for the machine shop, will go through that committee. Helped Mike out with one of the iBiomed info sessions. I would like to update the MES shared drive, particularly the preferred suppliers list, so if you ran events/ordered stuff/have a good

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contact for getting anything, let me know so we can share it there for other people to use for the future. Finally, working on content for Big Team Meeting, now that you're all at the end of your terms, message me what you think would have been helpful to have discussed or learned at BTM last year so we can improve content, in both council and clubs streams. Trying to be as good as Lizzy tonight.

VP Academic Luka Samac

Discussion: IBio meeting to talk about the problems they are having with the program. Got good stuff and presenting to Ken with Konrad to fix it before it becomes like Tron. Eng 1 Operating committee meeting learned that first years 1st semester were excelling and above average, 2nd term dead on par with previous years. Matlab meeting, we took the learning outcomes ideas with faculty, came up with 3 plans that are 3 ways to make that black box come out. Online modules, ZC TA's that are engineering TA's and D04 like bonus epic labs for Matlab and C03. Getting together students for faculty mental health team 2 weeks from now on Wednesday.

VP External Jocelyn Lee

Discussion: Had ESSCO teleconference. At the Engineering Change Lab last week, ESSCO has 2 seats but only 1 seat was filled for 1 day. Currently a partnership agreement in the works, there will be workshops at ESSCO conferences now. They are also considering giving a student a 2 year role within ESSCO whose job it is to go to the lab. For OEC, they are overseen by a board of advisors that has 4 student seats, In past, all 4 seats have just been filled by the ESSCO president, so at next ESSCO TC will be hosting elections for 2 general student spots. 2 year role typically, but for this time just one from April – September and the other from April – next September then the regular elections cycle will work out. ESSCO Blood Drive isn't going so well, try to promote it more. Heard only 2 people in all of Ontario have submitted so far. Wonderland Math and Physics days, applications for volunteers coming out soon. Doing an Instagram campaign like our Mac does NEM campaign highlighting student leaders. ESSCO hopes to highlight diversity in theirs. The CFES National Survey finally released their report, if you'd like to read it I can send it out to council. BEST Courses, applications are delayed but will be posting about them soon, spread those around. ACEC (Association for Canadian Engineering Consulting Companies) are doing a photo contest on how you will change the world with your engineering degree, trip to Ottawa and a gala for the award. CEC happened last weekend, 2 teams went and we won second place in Engineering Consulting.

Christie: Can you send the ACEC award information?

Jocelyn: Yes

VP Finance Liam McDermott

Discussion: Maclab meeting last week, maxed out finding, most people got what they wanted. Editing Finance transition document. Student Space Enhancement Fund, people are looking into things

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more, will present at SAGM. A lot of clubs and teams haven't sent in their SAGM funding yet, must send by Friday or the amount they get could be cut.

Motion 01: Mac Eng gets another car team, but this time for space!

[Motion to make the McMaster Mars Rover Team an MES affiliate]

Motioned by: Mohit Aasi

Seconded by: Luka Samac

Whereas the McMaster Mars Rover Team will provide opportunities for MES members to apply their studies and learn new skills in designing a Mars rover from scratch.

Whereas the McMaster Mars Rover Team will also provide MES members with exposure to the space industry and networking opportunities.

Whereas affiliate status will be beneficial to the team for booking meeting rooms and gaining recognition from the University, which will in turn benefit MES members.

BIRT The McMaster Mars Rover Team become an affiliate of the McMaster Engineering Society.

Mohit: I started this team for McMaster, we have a large focus on cars but not the robotics industry, other schools like McGill have a team, but we don't. The goal is to bring people who are interested in space and robotics together and focus them on this type of stuff. Very different than a car on Earth for one on Mars. Hope to help people network and more attention in the space industry. 2 competitions. One you build a rover 1/13th the size of a real one and give GPS location to go Point A to Point B and given a soil sample to find if life can exist. Second one has more difficult terrain. The challenge is getting over these while delivering some tools from Point A to B. Another one you have to go from Point A to Point B, and need to fix something so the rover needs to have an arm you can control from a distance. Autonomous travel mission changes the weather condition in all terrains and find the best way to do it. Team has 1 Life Sci students, other 37 are Engineering Students. Budget overview, have a max of \$22 000 but we don't have that right now. I have a 3d printed model of a prototype to show. We want to compete in 1 or 2 years, first at the Canadian competition, easy to get in you just \$20. The other one is more difficult, have to show the work you've put in. Most realistic to get into Canadian one in 1 year. Allocating some money to help fund members to go to conference. Mechanical budget is dependent on the quality we choose on and then can better budget. Electrical budget will be most challenging to get. Parts are expensive because they are high quality which is needed for the rough terrain. All of the parts are very expensive for electrical. Want to become an affiliate to gain momentum, book rooms, bring people together and apply for special funding and reach out with the MES affiliation to our name.

Ian: Clarify, this year not this August like 2019?

Mohit: Yes

Ian: because competitions have different budget amounts, is the goal to have 1 rover compete in both.

Mohit: yes.

Jocelyn: In terms of your term, how many people?

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Mohit: 38, 1 grad student 1 life sci the rest engineering. 1 CAD master. Next meeting will make more decisions on parts we want to use. With MES status we can book better meeting times.

Hira: Have a lot of people really interested in the team

Quinn: Back to budget, how realistic? Especially the sensor?

Mohit: it is actually that cheap

Liam: How are you currently funded?

Mohit: people have been using personal funds that we want to reimburse eventually

Liam: How you do plan on being able to fund this over the next year, affiliates don't get funding.

Mohit: been talking to a prof who is willing to help with some initial costs. Also wanting to reach out to companies for sponsorship right away.

Santiago: Is the professor under engineering?

Mohit: Yes BTech

Aya: For conferences budgets is that long term, do they have to pay to go?

Mohit: If companies come to Mac, we can charge and use the money towards that.

22 for
0 opposition
1 abstention
Motion passes

Motion 02: MES Mailout

Motioned by: Jocelyn Lee
Seconded by: Victor Chen

Whereas: the Mail-out is currently the responsibility of the VP External, but is better fit under the Director of Public Relations

BIRT: The following changes be made to the Policy Manual

1.3 Vice President External

~~g) Compile and distribute the Conference Mail-out (see "Services", Section F.12), a ^{[[]]}list of competitions and conferences open to engineering students ^{[[]]}~~

4.1 Director of Public Relations

g) Compile and distribute the Conference Mail-out (see "Services", Section F.12), a ^{[[]]}list of competitions and conferences open to engineering students ^{[[]]}

12. Conference Mail-out

The Conference Mail-out will be an opt-in e-newsletter that is released once a month. The Mail-out will include all internal and external conferences, competitions and workshops. The ~~VP External~~ **Director of**

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Public Relations will be responsible for collecting information pertinent to the Mail-out content, and responsible for ensuring its timely distribution.

Ian: You get a lot of that information from external people, isn't this just adding a step to get it to PR.

Jocelyn: we did a test run last month, with label mailout and it was easy for Victor to do. A bit of an extra work for the VP External to forward to but saves time on the admin role and we both felt it fit under PR portfolio.

23 for
0 opposition
0 abstention
Motion passes

Motion 03: Conference Policy Changes

Whereas the current MES policies surrounding Conferences and Competitions are out of date, and need to be updated to reflect current policies within the MES, ESSCO, and CFES

BIRT: The following changes be made to the Policy Manual

Motioned by: Jocelyn Lee
Seconded by: Konrad Grala

23 for
0 opposition
0 abstentions
Motion passes

Presentation 01: Increase Accountability for Conference and Competition Chairs

Presented by: Jocelyn Lee

Whereas conferences and competitions can be bid for and held at McMaster on behalf of ESSCO and the CFES

And whereas these conferences and competitions can have budgets up to \$150,000

And whereas in some cases, the MES is responsible for paying for any deficits caused by these conferences

BIRT the following be added to the Policy Manual:

B. Structure & Organization

6. Appointed Position

6.# Conference or Competition Chair(s)

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Conference or Competition Chair(s) are to be established as seen fit by the executive. If there are multiple conference or competition being planned at McMaster at the same time, all chairs shall hold appointed positions on the MES. At the SAGM immediately following the conclusion of the conference or competition, a final presentation shall be given by the Vice President Finance and Administration on behalf of the chair(s). Upon **competition** of this presentation, the chair(s) will have completed their term as an appointed position on the MES.

The Conference or Competition Chair(s) shall:

- a) Be in charge of organizing an ESSCO or CFES conference or competition at McMaster, after successfully winning a bid
- b) Be ratified at the SAGM immediately following their successful bid
- c) Report to the Vice President Finance and Administration

Jocelyn: If someone is hosting an ESSCO or CFES positions at Mac, chairs will have appointed positions overseen by VPF to increase accountability and tie back to the MES when they're holding them in our name and to ensure to going over budget.

Liam: Could we change presentation to be the job of the Chairs not the VP Finance, I think it fits better with them.

Jocelyn: Sure, friendly

Santiago: Why wasn't this a thing before?

Jocelyn: Just hasn't, in the past chairs have been chosen by tapping someone on the shoulder who is involved with the MES but this way this ensures they're tied back.

Aras: On CFES there is a position for the chair their conferences. Would it be the same person?

Jocelyn: For example Dani, chair of CDE, on CFES has that position on there and would also hold that on the MES.

Aya: So they only hold it for the length of the term?

Jocelyn: Yes, often hold role for 2 years so for the whole time, end of term at the SAGM after.

Aya: Not have to be appointed when the others are, just when they get chosen?

Jocelyn: When we win a bid the executive will decide to make the role

Luka: What if the VP Finance is the chair? Think it should be handed off to another executive member to oversee.

Ian: Curious as to what actual hold the MES has on them, people drop out of other appointed positions. I understand we build the bridge but don't see how this will do it. Maybe another way to prevent it.

Jocelyn: This would be different than regular positions the executive can fire and find someone new, but usually will just pick up the slack themselves. But if a conference chair does this, they need to be replaced. Since it's being overseen by the VP Finance, they have responsibility to check in and specially in early stages to keep finances on track.

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Dani: In my experience as a conference chair, the fact that I was on exec held that security that the MES was in the loop with what we were doing. Other than that, there was no real accountability over myself to the MES

Santiago: What power do they actually have knowing about it?

Jocelyn: Depends on ESSCO or CFES, different policies. In the CFES, the VP Services are already looking over the chairs as well. But doubling up on our team to look them over too so things make sense in the city where we are. ESSCO PM 2016 we hosted, and that conference ended up with a huge deficit and first we had to pay then we motioned for money from ESSCO. We covered it and tried to motion for it, but wasn't successful. We hope that by being a part from the beginning we can help prevent this type of deficit. To do a bid, you need Eng Soc support and could withdraw it from the chair.

Liam: ESSCO PM, chairs were on exec and if this was in place they would have had to discuss it at SAGM

Aya: So would this be a type of advisor, would it replace other advisors on the committee?

Jocelyn: Different, chairs just directly in contact with the VP Finance for financial related concerns.

Presentation 02: Policy & Pronouns

Presented by: Dani Lake

Whereas the Policy Manual currently uses he/she and his/her when referring to people's responsibilities
 Whereas this appears unprofessional, and is not inclusive to those who may use other pronouns
 BIRT All instances of he/she are changed to they in the Policy Manual.
 BIFRT All instances of his/her are changed to their in the Policy Manual

Discussion:

Dani: Increases the professionalism of the MES and makes the MES more inclusive

Presentation 03: Wrap of Lady Godiva Award, Removal of Lady Godiva and Super Frosh from the Policy Manual

Presented by: Taylor de Vet and Ian McArthur

Ian: we wanted to move Lady Godiva and Super Frosh from Welcome Week to another time. We had to establish a new plan to implement. The new plan was to run it like a Fireball Award. We did that but no one nominated anyone, so this is a discussion about if we think it's something that should be established in another format.

Taylor: Lady Godiva and Super Frosh used to be picked by the previous year's and gave them the award at Bus Pull. We thought that wasn't a great way to give out the award. We wanted the first years pick their own peers and so turned it into a Fireball Award.

Aras: When did it used to be given out?

Ian: After Bus Pull when we did the tour of different engineering places around campus.

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Aya: They didn't do it properly in second year.

Luka: this year we have seen a decrease in student involvement. I don't know how well it was advertised.

Konrad: no first years heard about it

Luka: I think we should leave it then in the fall we can advertise it heavily

Taylor: we posted in the first year facebook groups at least two or three times, but we don't know how else we should reach out to them.

Dani: Fireball Awards in general didn't have high turnout at all. In general, they were not well advertised this year.

Quinn: I saw it everywhere on Facebook, but I know what it is. I think people are going to ignore their emails.

Mike: the advertising period for nominations, how long were they open?

Quinn: I saw it?

Adam: I didn't see it. Email might work.

Luka: we took it out of Welcome Week. There's no reason to have any WW material. The idea is to have it at Fireball.

Victor: what if we shift it to after Welcome Week but keep it in the time frame so their memory is still fresh?

Tracey: from what I've seen, Facebook posts go over people's head. Maybe if you advertised during Welcome Week, then it's less of a popularity vote, and people will think about it for longer.

Quinn: was the purpose of moving it to take away the "first impression"-ness of it? Nominating it for after Welcome Week would have it continued to be about hype

Alex: my idea is students don't get nominated because the form is hard to complete, and no one likes a single person enough to nominate them. Maybe at Fireball when you buy tickets, you should have a column where you can nominate someone for the award?

Santiago: the form wasn't super long, so if they don't fill it out doesn't it mean they don't care?

Alex: you had to print it out, fill it in, then hand in. Most people think the physical act will de-incentive them.

Santiago: people don't care enough? If they care to do it, then they should do it

Luka: that's a different issue that the MES has to tackle. We have to get more people to care.

Alex: if it's when they buy a ticket, it might be better

Victor: the culture behind the tradition is different in the way we do Fireball Awards because it's more formal. The Lady Godiva Awards are for fun, no one is going to fill out a form for fun.

Santiago: If they just fill it out on the form, then they just put something in without thinking about it

Taylor: we used to give the awards to fun people, but now we want the award to be more formal and someone who helps first years and it isn't a popularity contest

Dani: my understanding is it's shifting from fun to a first year image of an engineer award

Alex: if the point is to increase participation, then it would be less of a popularity contest because not everyone has the same friend. A leader has connections, and if they know that then it is what it is.

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Santiago: if someone has a lot of friends and is popular, their name may pop up so it may become a popularity contest.

Ian: Fireball Awards aren't voted upon by people, if you nominate somebody, there's an awards selection committee that chooses someone.

Alex: what does this committee choose based on?

Mitch: questions that are asked on the form

Alex: if we pick it as a second column, it can be seen as a nomination, then the person can review and see if they get the award

Mike: I don't think it's feasible

Luka: we put names on a paper and pull something out of a hat. This is another layer of devaluing it

Adam: I think the best choice is a middle ground. There's a rationale behind formalizing it. The original intent was to look for involvement in Welcome Week so it shouldn't be so formal.

Quinn: people don't vote for this award.

Jocelyn: I think we should call this year a write off and try again next year because Fireball Awards weren't nominated for a lot anyways

MJ: make it a competition

Mitch: it was going to be a more formal award. We want to award a first year for being a leader. It was an image of an engineer for a first year

Quinn: given it's supposed to be formal, if we cared about it more and stopped treating it like a silly award, it would change. It's only been one year so we haven't done it that much. If we treat it with respect it will gain respect.

Aras: we can do a google form submission?

Alex: Advertising would still be an issue. Media doesn't matter.

Alex: Can we get professors and upper years to nominate first years?

Mike: Looks like we're all on the same page. I vote to just leave this here and pass it on to the next years Co-OC.

Taylor: We wanted to remove it from the Co-Ocs job

Santiago: if this award isn't related to Welcome Week anymore, it doesn't fit into the Co-OC portfolio

Mike: I'll make a motion for PR to come up with something

Luka: the reason it was given to the Co-OC's was because they made the initial motion to change it. I think we all should leave it here and let it run for next year the way we did it this year. Thank you to the former Co-OC's to bring it up again and following up.

Quinn: Motion for Mike to be chair

Seconded by Liam

18 for
4 opposition
1 abstention

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Motion passes

Motion 04: Consistency in the Constitution

Motioned by: Mitchell Kurnell
 Seconded by: Quinn Shobbrook

Whereas the MES Constitution currently lacks consistency in its footer.
 BIRT all occurrences of the footer of the MES Constitution which read as “McMaster Engineering Society Policy Manual” be changed to reflect the true purpose of the document as shown on pages i-iii of the Constitution which read “McMaster Engineering Society Constitution”.

Mitchell: First 15 pages say it’s the Policy manual and it is now. Constitutional change so we have to motion here first. This will help us look more professional and be correct

22 for
 0 opposition
 0 abstention
 Motion passes

Quinn: Motion chair back to Mitchell
 Seconded by Mitchell

21 for
 0 opposition
 0 abstention
 Motion passes

Other Business:

Supdates:

Alex (FYR): 10 tickets sold so far for laser tag

Quinn: Capacity?

Alex: 16 + 2 bus monitors

Ian: will you open up the event to everyone if not all sold?

Alex: Yes at the end of this week we will.

Ian/Taylor (past co-oc): We have a presentation later

Mitch (CRO): We finally got rid of Michael Barbosa, welcome to Aras.

Kat (Kipling): Kipling is less than 2 weeks, if you are available on Friday to help with set up/take down we need people

Ian: What times?

Kat: 11-noon or 4:30-5:30. Will send to Jocelyn to send to Slack.

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Tracey (Chem Eng): Some concerns from my members about Ratboy. No food and we didn't hear about it until last minute. Not what we are used to from this event

Quinn: I was emailed the day before about refereeing which should have happened a lot sooner.

Mike: The exec met yesterday and we chatted about it. In the future we want this appointed so we get people who have the skills for it into it. We are sorry for any grief clubs felt. We hope this improves in the future

Alex: Can we push it off into later in the year?

Mitchell: Mike will host a discussion after council about this

Santiago (Co-OC): Did selections over the weekend. Meeting with Liam to go over the list. Hoping to announce on the 19th.

Quinn (Society): Selling t-shirts and someone is running for my role

Mike (President): Voting starts tomorrow 9am please tell everyone you know to vote.

Aras: Will we get emails at 9am?

Mitchell: Hope so

Aras (BTech): Maclab meeting went well, got money. Also disappointed with Ratboy.

Carley (Materials): Materials is selling t shirts. This weekend we're doing another first year review session noon-2 both days.

Elena (ECE): ECE is choosing their president soon

BEAMS: Having med talk next week, elec bio and med school grad. Going to have a lecture series and social at the end of the month

MJ (Software): Software has sushi night, would recommend. Extending tshirt orders for a few more days. New president soon

Aya (MEC): CEC happened.

Christie (Management): Management selected new president and will have swag coming out soon.

Bowling event next Wednesday 7-9

Quinn: Only for management?

Christie: Yes

Liam: How did town hall go?

Christie: Heard it went well. Good response. Might not see changes until next year when we have a new director.

Luka: When is there a new director?

Christie: 1 more year and then we'll have an election for an engineering prof for 5 years

Tron: Currently writing a constitution

Gabriel (Comp Sci): Comp Sci got a new president. It's me. Sending a delegate to Comp Sci games in 2 weeks, will be lit hopefully. It's basically Olympics for nerds

Luka: Can mon-comp sci go?

Gabriel: Is possible

Mitchell (CRO): Elections start tomorrow at 9am. Will be in the MSU office in the morning to make sure they do it, unfortunately not always on their end. But we didn't have to pay for this or BTech because they screwed up so much. Waiting to hear back from MSS about pursuing a new platform for voting. Will

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follow up after our elections are over. Also there exists a MacVotes system the university uses, might try to tap into that. Department reps please make announcements in classes about voting so we get a great turnout and get a new council. We have 2 unfulfilled positions, Management and AVP Services & Productions so we will be holding a bi-election post SAGM. If you think someone would be interested let them know. SAGM in two weeks, get your people out there for funding.

Konrad (iBiomed): Had referendum info sessions, vote tomorrow, will find out Friday.

Mike (President): To stress, make sure department program societies are sending in documentation by Friday to get their funding.

Mitchell (CRO): thanks for coming out all year, hopefully you come to first one after transition to help the new folks

Motion to Adjourn the Meeting

Motioned by: Quinn Shobbrook

Seconded by: Keeran Sivanesan

20 for

2 opposition

0 abstention

Motion passes