



**McMaster Engineering Society
Semi Annual General Meeting I Agenda
March 26th, 2018
MDCL 1102
7:00pm**



Approved Absences:

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 ≥ 10 members per club/department.

Ratification of the Agenda

Presentation 1: *McMaster EngiQueers*

Presented by: Rama Arafa

Presentation 2: *McMaster Engineering Custom Vehicle Team*

Presented by: Daniel Sheogobind

Presentation 3: *MAC Formula Electric*

Presented by: Riley Dunn

Presentation 4: *McMaster Chem-E Car*

Presented by: Marwan

Presentation 5: *Phase One*

Presented by: Melissa Lam

Motion 1: Seismic Design Team Special Projects Funding

*Motioned by: Brenden Suh
Secoded by:*

Whereas McMaster Seismic Design Team is a team consisting of primarily engineering students, BIRT McMaster Seismic Design Team receive \$1500 from the Special Projects Fund to attend the annual Earthquake Engineering Research Institute's Seismic design competition in LA 2018.

Motion 2: Seismic Design Team: Team Status



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Motioned by: Brenden Suh

Seconded by:

Whereas the McMaster Seismic Team has been actively engaging engineering students and going to competitions.

Whereas team status would grant further resources for the Seismic team to succeed.

BIRT the McMaster Seismic Team be granted Team status.

Motion 3: McMaster USRE Affiliate Status

Motioned by: Sophia Emerson

Seconded by: Alexandre D'Souza

Whereas URSRE is currently the only engineering society at McMaster that creates a community for undergraduate researchers.

Whereas McMaster USRE has helped build a more transparent hiring process for summer research assistants.

Whereas McMaster USRE is comprised primarily of students from the Faculty of Engineering
BIRT McMaster USRE becomes an MES affiliate.

Motion 3.14: Pi Day Fundraising

Motioned by: Linford Rodrigues

Seconded by: David Hobson

BIRT the following are the fundraising goals:

\$75 - previous AVPs get pied

\$100 - previous VPs get pied

\$125 - incoming AVPs get pied

\$150 - incoming VPs get pied

\$ 200 - previous and incoming president get pied

\$ 300 - Culture Coordinators get pied with genuine pies

\$ 3141.59 - whipped cream slip n' slide at SAGM

\$ 1 - Lizzy gets to eat pie

VP Tasty

Presented by: Queen's Pizza

Motion 4: Increase Accountability for Conference and Competition Chairs

Motioned by: Jocelyn Lee

Seconded by:

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)

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.



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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

Motion 5: MES Group Status for Mac Design League

Motioned by: Shreyas Gangwani

Seconded by:

Whereas Mac Design League provides exceptional learning opportunities regarding CAD modelling, 3D printing, and networking with industry professionals from our annual "Designathon" competition. Whereas Mac Design League has been an MES affiliate club for the 2017-2018 academic year. BIRT Mac Design League receive an official Group Status from McMaster Engineering Society.

Motion 6: Driving is Expensive

Motioned by: Mitchell Kurnell

Seconded by:

Whereas travel to conferences and competitions is often more conveniently done in a car, whereas the MES reimbursement rate is currently very low. BIRT the MES reimbursement amount for mileage be changed to follow the Government of Canada standard and the following changes be made to Section K, subsection 2 of the MES policy manual:

K...

2...

2.7. Gasoline/mileage reimbursement for eligible travel (determined by VP Finance) expenses will be ~~\$0.12~~ \$0.55 per kilometer in accordance with the Government of Canada's "Reasonable per-kilometre allowance". Supporting map data stating total shortest distance travelled must be submitted.

Motion 7: 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".

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

Ratification of Incoming Council members



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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:
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.