



# MCMaster ENGINEERING SOCIETY Council Meeting Agenda



January 13 | [ZOOM](#) | 7:00PM

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**ALL ATTENDANTS: Please inform the President of your presence.**

**Approved Absences:**

Carl Castro (Class)

Stephen De Jong (Class)

**PROXY: (Person for Person)**

Carl Castro - Emilia Nietresta

Stephen De Jong - Damilola Fadiya

BTech Rep - Josh Lawrence

**Quorum Count: 24**

**Ratification of the Agenda**

**Motioned By:** Andrew D’Elia

**Seconded By:** Hunter Ceranic

**For:** MAJORITY

**Against:**

**Motion:** Passes

**Ratification of Last Council Meeting’s Minutes**

**Motioned By:** Darya Sadeghi

**Seconded By:** Josh Lawrence

**For:** MAJORITY

**Against:**

**Motion:** Passes

**Executive Updates**

President: Alex Moica



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- Had a meeting with MSU and Carlo, they are starting to look more into the services they've been offering to students and are looking for feedback from students, let me know if you wanna say anything
- Board of advisors is this thursday
- Happy new year :)

Discussion:

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VP Student Life: Erin-Leigh Yusek

- Applications are coming out, awards committee and award selection nominations, will be applications for new FYEC coordinators
- Moving the MESsenger to Internal Affairs
- Fireball won't be happening traditional sense, same with Kipling
- Emailed Department reps about doing pranks

Discussion:

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VP Academic: Andrew D'Elia

- With MacLab, for all department reps please check the emails, a lot of important information has been coming out
  - First years should be working with Experiential learning office
- Deciding against second round department chair meetings, prefer to do it on case by case basis
- MEC chair application has been extended, changing the application to more of a discussion
- Running two academic councils, one for first years and another for upper years

Discussion:

- 

VP External: Damilola Fadiya

- If you are interested in running for CFES exec positions, let me know so you have the proper links
- With our recent partnership, if you are interested in attending, it's on oscarplus

Discussion:

- For the Canadian Engineering Leadership conference, did you have a lot of first years



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- A lot! Great to see that many get involved

VP Finance: Emma Mandel

- Problems with MEC, got a software for credit card and wasn't what we expected and so having meeting with financial advisors to discuss that
- Mailed out remaining checks
- Created an intro folder to the new VP finance and a new ledger for them
- Got cheques from sponsorships and for national engineering month

Discussion:

- Do you know when the Department and program SAGM money will be coming out?
  - Just need to mail them, so hopefully in the next week

VP Communications: Terrel Marshall

- Branded all the governing documents and will be up on the website up soon
- Helped create a sponsorship package from sponsorship coordinators
- Applications for one more member social media and graphics designer and the Handbook editor
- Ad campaign to promote online drain
- Cool projects with the first year reps

Discussion:

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**Presentation #1:** Co-OC Candidate Presentation

**Presented By:** Co-OC Candidates

**Motion #1:** Ten Minute Extension to Co-OC Presentation

**Motioned By:** Alex Moica

**Seconded By:** Dziagus

**For:** MAJORITY

**Against:**

**Abstained:**

**Motion:** Passes

**Discussion:**

- What do you see your biggest challenge(s) being and how do you plan on addressing them?



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- The fact that we are 3 months behind schedule, we were anticipating this though and so that's why we had the direct next steps
- There may also be a learning curve because of the fact that we've never been on committee before, but there are transition documents and previous individuals on committee have reached out to provide help, don't feel at any disadvantage. Believe in our past experiences and transferable skills that can be applied here
- Since you'll be working together, what challenges will you see in your personal relationship and how will you face those?
  - Schedules differ, there may be times that we're busy
  - Will need to sit down and communicate when we'll be a bit more busy and coordinate a good schedule to work on this according to that
  - Have respect for one another and have worked super close with one another in the past, don't see anything we can't overcome
- Had to get the ball rolling as fast as you can, was wondering if you had any idea on a more concrete idea of when you want your committee by, reps by etc?
  - Want the application for committee to be sent out 2 days after, give 2 week to apply and have interviews shortly after
  - For reps, maybe mid to late February
- If you could elaborate on strategies you've used in the past or will be using to lead groups of reps
  - We want students who want to work with us and collaborate to a common goal → that mindset is important
  - Leadership skills, communicating deadlines and responsibilities will be crucial, will also make sure that people are comfortable reaching out from the get go
  - Keeping open communication is crucial especially with members who may have more experience on council but also make sure that those who have different experiences still also feel heard
  - Confidence is important to be able to set things straight, and make sure that no one is 'stepping out of line'
  - Respect is a two way street, would highly value students who have more experience but also expect that respect back
- As a FYR, there are a lot of first years who want to be reps, so you might see a larger proportion of first year red suits how will you help make sure there is no knowledge gaps between first years and



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- You first years have an experience that none of us have, you provide an invaluable perspective to the red suit team
- The upper years can cover questions pertaining to an in person environment but the first years still provide
- Usually there is a large number of first years who want to be reps, but there was a rep mentorship program last year that may serve very useful if we do have the opportunity to be in person.
- Some red suits saw didn't see a lot of first years, how will you combat a smaller first year rep applications since we had a smaller first year turnout than usually
  - A lot of is communicating that it's a great opportunity and comes down to marketing
  - Getting advertisement out
  - As first year chair would talk to those first years to get the message across, getting the message across
  - Trying our best to advertise as much as we can
  - If you want to be apart of the continuation of keeping the MacEng Spirit alive, should apply
- As a red suit last year, there was not a lot of first year who came, older reps have said that older reps are maybe pushed to the side and the newer reps are put more to the front
  - It's hard to give a concrete example because a lot is uncertainty
  - The mentorship within reps is a good way to create that community
  - When we're making groups of squad leaders, if we put more inexperienced reps as squad leaders than the experienced reps, that gives them the opportunity to flush out their ideas and the older reps are there to give guidance but in the end everyone is there to give their own value to the table and have equal value towards the goal
- From everything you've learned about this position, what do you think is the biggest responsibility to the first years, the rep team and the greater mac eng society
  - Greater maceng community
    - With regards to extending the rep responsibilities until December would be helping that
    - Have this rapport with the first years and leverage that to help continue those relationships and use that to help fuel this community and integrate others such as clubs, societies, individuals. It is to help set the standard to what the mcmaster engineering community will look like online



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- Setting the tone when people join the maceng community, supporting others and supporting groups are important
- First years
  - Creating relief in a way in the sense that it is not that bad, you have not sacrificed the next five years of your life, the people are what make it fun
  - Set the standard for the support that they can get throughout their university career
- The Rep Team
  - To instill community within MacEng, it's kind of the reason we're doing any of this
  - Giving them the opportunity to be leaders, share their experiences and creating a safe space for competent leaders who are ready to support one another
  - Creating leaders and giving them the opportunity to grow and see how their leadership can impact others
  - They can do great things and grow into great leaders which is very important for the rest of your life

### General Discussion

- This is the second time, what are people's general opinions with this addition? Is this the direction we should go
  - More confident, was a little skeptical, they came in with a lot to prove
  - Maybe talked too much about how qualified they are and seem very passionate about it especially after being rejected the first time
- If they weren't voted in
  - There is always the option of not choosing them
  - Next steps would be decided by the selecting committee
- Jack is genuinely a good listener and that is very important in this kind of a role, he really does know what the first years are feeling about welcome week and has a lot of feedback to start from and gives him an edge, even Kristine's answer about the rep mentorship to stay in place for the first year reps and ensure that they don't have any knowledge gaps
  - They're able to switch from one topic to another and make decisions on it which is very important
- Is there anything that stood out to anyone that was negative or a red flag about their application?



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- They highlighted their experience, Jack did have more experience in university and Kristine was more related to high school. Even during the Q&A, Kristine seemed a bit more scattered and Jack had very constructed answered
  - Some actually thought the opposite about the Q&A session, Kristine would say what she needed to say but Jack would kind of ramble
- Seem very receptive to feedback because they structured this presentation as they responded to feedback from their first presentation
- Many questions that they were asked this time were similar to last time but they incorporated more perspective into their answers now
- They know they don't have traditional experience but they seem really open to inputs and that could bring some really valuable growth to committee
- Working with Jack, he jumped into our role, he adapted quickly, asked good questions, self directed
- Work Kristine, she is very passionate about everything she's done so far
- With Jack, he is a very easy person to talk to, he does his best in any situation, coming into this again after being rejected the first shows passion
- They know what they're doing, they know it enough to the point they applied again, while experience is important but not all of it as applicable as it has been in the past, a lot of it will be new. Full faith they'll be able to pull it off
- Jack would also double check to make sure what he is doing is correct and even follow up, with that he improved over time and in the second and third time, he'll be able to do it on his own and don't need to hold his hand the entire way
- You're not always going to get the best candidate but you'll get the candidate who is putting the most effort and it seems like they are doing that. They understand they are not the most experienced and are receptive to feedback. Are they the best candidates? Maybe maybe not but are they willing to put in the effort? For sure

**Presentation #2:** Change MESsenger from VP Student Life to Internal Affairs Coordinator

**Presented by:** Erin-Leigh Yusek

Summary:

- MESsenger has been a bit dead the past few years, it is a lot for the VPSL since they are getting all the information weekly, moving the responsibility to Internal Affairs
- Policy and ByLaws changes

Discussion:

- Could anybody fill in what the internal affairs coordinator does?



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- It's the remnants of the public affairs coordinator
- Organizing award selection
- Oktoberfest, internal MES events
- It's been hard to do this with online and so it fits a bit better under their portfolio since it is communicating with the MES

**Motion #2:** MacHacks request for special project funding

**Spirit:** MacHacks would like to request funding from the MES to cover the expenses involved in acquiring presents for our mentors and judges who have volunteered their time to help participants, as well as for any further advertisement. Currently we have not sought out prior funding requests from the MES.

**Motioned by:** Shanthika Ravindran

**Seconded By:**

**WHEREAS:** MacHacks is currently receiving no MES funding

**BIRT:** MacHacks gets \$1000 in special project funding

**BIFRT:**

Summary:

- MacHacks is an MLH certified event from the AI Society

Discussion:

- Given you looking at the MES giving a sponsorship to this, what will the MES gain out of this?
  - We have a sponsorship package kind of for corporates
  - We can provide their logo on our social medias and sponsorships
  - Help reach McMaster's name to outside of Canada and is a great way promotion wise
  - This could be a good opportunity to reach to first years as well
  - Special projects fund is more to do their own things with, MES itself gets a benefit out of it, sponsorship is not a good word
  - Special projects funding is for a student or group of students who are planning a one-time event usually, hackathon seems like more sponsorship than special projects
- How much do we have remaining in the special projects fund
  - We have \$2600 left





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- In the application, it's asked to show what forms of revenue there are and detailed about how
  - Have reached out to multiple corporate sponsors and reached out to corporate sponsorship from McMaster itself (ex. Alumni association)
  - A lot of companies that would be interested in sponsoring are no longer sponsoring due to budget constraints, so we've gone through many different routes before coming to the MES
  - What's your plan to make up the difference?
    - We are going to take away the costs with prizes and gifts, it's hard to allocate money for prizes
    - Still do have 3 weeks left and still reaching out to corporates, it's a matter of them getting back to us
- Is DeltaHacks MES sponsored?
  - No
- This is a repeating event, is there a reason you haven't tried to become affiliated with MES, MacAI isn't and MES affiliate, group
  - This isn't something we plan on getting funding every single year
  - We thought it would be a good link since a lot of applicants are engineering students
  - Do you have a 'a lot' in terms of numbers?
    - Range of engineering students is about 60-70%
- If you want to continue to ask the MES, try applying as an affiliate, with the special projects fund, you won't be able to continue re-apply every year. Budget is a little vague, seems quite large for a starting event, where is the 500 dollars going for social media, have you guys actually gone into research about potential prizes etc?
  - A lot of our budget is based off past hackathons that have also ran virtually, for social media encompasses everything over our time span
  - Concerned specifically about social media, Facebook is free for an event, where is all that money going specifically
    - Sponsored ads are not free, they go towards expanding our horizon beyond McMaster and even Canada
  - You said you got the numbers from a different hackathon, based on your applications are they similar to the past hackathons?



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- Ryerson hacks had 400 applications, we had 300 applications last March and will be doing a lot of advertising afterward and are hoping that IBM sponsorship will draw students in
  - MLH sponsorship reaches to many individuals so participation may grow to 300
- We are of the opinion that \$1000 is a bit large especially that the budget is very vague and it is the first year running, \$500 may be more comfortable
  - Last meeting, MacFinTech did not have time to become an affiliate, they did only apply for \$850 and had a similar situation
  - A feel like we should give MacHacks an opportunity to give their input to the amendment

**For:**  
**Against:**  
**Abstained:**  
**Motion:** AMENDED

**Motion #3: Change the special projects funding request to \$750**

**Motioned By:** Alex Moica  
**Seconded By:** Sakshi

Discussion:

**For:** MAJORITY  
**Against:**  
**Abstained:**  
**Motion:** Passes

**Motion #4:** MacHacks request for special project funding

**Spirit:** MacHacks would like to request funding from the MES to cover the expenses involved in acquiring presents for our mentors and judges who have volunteered their time to help participants, as well as for any further advertisement. Currently we have not sought out prior funding requests from the MES.

**Motioned by:** Shanthika Ravindran  
**Seconded By:** Josh Lawrence

**WHEREAS:** MacHacks is currently receiving no MES funding

**BIRT:** MacHacks gets \$750 in special project funding

**BIFRT:**



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Discussion:

- Send Emma the special projects funding along with mock budget
  - Macengsociety.ca/finances to get the form
- Special projects works by spending the money and then giving the receipts to get that funding

**For:** MAJORITY

**Against:** 2

**Abstained:** 2

**Motion:** Passes

**Other Business:**

- For discord, the CS discord is a comp sci society created, owned etc. Is that illegal?
  - A little, if it's used for game nights, then you'll need to go to EHOSS
  - So maybe just don't brand it as comp sci official
- Swag forms are out and ready to order
  - For shipping, will need to manually calculate to see if we can also cover shipping

**Supdates:**

Equity and Inclusion Officer:

- IDEA committee meeting next week

Drain Co-Coordinator:

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MacLab Chair:

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IT Coordinator:

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Data Co-Coordinator:

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Sponsorship Co-Coordinator:

- Finished the sponsorship package and sent it to Terrel's team for formatting



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- Have decided to create smaller packages for different sections such as academic etc

Co-Orientation Coordinators:

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FYEC Co-Coordinators:

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Kipling Co-Coordinators:

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FireBall Co-Coordinators:

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MEC Chair:

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Culture Co-Coordinators:

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Sustainability Co-Coordinators:

- Want to try and get a sustainability section added to the website that shows off clubs and research happening with regards to sustainability

Wellness Co-Coordinators:

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Sports Co-Coordinators:

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Leader Development Co-Coordinators:

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Internal Affairs Co-Coordinators:

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Hatch Coordinator:

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Lounge Co-Coordinators:

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Trailer Coordinator:

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Mentorship Co-Coordinators:

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Tutoring Operations Coordinator:

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Social Media & Website Co-Coordinators:

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Graphic Designers:

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Handbook Editors:

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Frequency Editors:

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PlumblinE Editors:

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Publications Editor:

- Frequency coming out soon

ECE Rep:



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- Industry night happening next week

### Matls Rep:

- Merch over the break
- Among us event on the first day back
- First meeting tomorrow
- Industry night soon

### Tron Rep:

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### Mech Rep:

- Having first meeting of the new year and the first town hall meeting
- About to submit MacLab form

### Software Rep:

- No Updates

### Civil Rep:

- First meeting of the term tomorrow

### Chem Rep:

- When will SAGM funding be released?
  - When Emma mails the cheques
- If we want to get any of our social media promoted do we just reach out ot terrel?
  - If it's on instagram you can DM MES to get that reshared
- Had industry night today
- Trying to have a social event every month, merch is starting to get sent out

### iBio Rep:

- First meeting yesterday
- Industry night happening soon
- Going over MacLab funding

### Eng Phys Rep:



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- Industry night happening soon

### Comp Sci Rep:

- First meeting next week
- Did pass Discrete Math
- Not getting a lot of emails back with regards to MacLab
- Have you been professors directly? And if yes and still not getting emails back directly, have you gone through Administrative routes?
  - Yes, still waiting on some emails back
  - MacLab deadline has been extending to Feb 8
  - If profs aren't responding, go through administration so they can book a time with the prof
  - Usually every department has one professor dealing with MacLab
- It's rubber ducky day :)

### Society Rep:

- First meeting of the semester and industry night happening tomorrow

### BEAMS Rep:

- Will be having a social end of January

### Management Rep:

- Alumni event at the end of the month, panelists are super cool
- Will be announcing week long contest

### BTech Rep:

- We start positions in January, first meeting with new council next week

### First Year Reps:

- iBioMed:
  -
- Comp Sci:
  -
- B TechL
  -



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- Eng 1:
  - Will be running a 3MT competition, will have 5 categories and will have submissions afterward. Keynote speakers got back. We need judges who will follow the rubric. Advertisements will be coming out soon hopefully
  - Task force with Dr McDonald is starting up and will be meeting with new members soon
  - Meeting with all the first years talking about roommates situations

### AVP Clubs & Services:

- Assisting the first years in achieving their goals
- Administrative things and thinking ahead for SAGM 2

### AVP Academic Resources:

- Started getting more people into academic resources committee
- Getting help sessions recording for the future and hopefully to do that for the test bank as well

### AVP Events:

- Fireball and Kipling working on smaller events
- Put out an online feedback form that the society put out
- Taking in feedback that we've already received and looking to this term's schedule

### VP Student Life:

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### VP Comms:

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### VP External:

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### VP Academic:

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VP Finance:

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President:

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Administrator:

- SWAG

CRO:

- Nominations for BTech Rep and Presidents
- Presidential nominations are out, will be able to find all candidates soon on website

**Motion to Adjourn the Meeting**

**Motioned By:** Ryan Kumar

**Seconded By:** Josh

**For:** MAJORITY

**Against:**

**Abstained:**

**Motion:** Passes