



MCMaster ENGINEERING SOCIETY

Council Meeting Minutes



Sept. 24th | JHE H204 | 6:30pm

ALL ATTENDANTS: Please inform President of your presence.

Approved Absences: Marina (class), Patrick Wojtera (class), Roberta Boreham (class), Melissa Cusack Striepe (conference), Paris (class)

PROXY: (Person for Person) Amy Gullins for Roberta Boreham, Adi Gelb for Melissa Cusack Striepe, Yuvraj Randhawa for Patrick Wojtera

Quorum Count: 27

Ratification of the Agenda

- All for ratification of revised agenda.

Ratification of Last Council Meeting's Minutes

Executive Updates

President: Melissa Cusack Striepe

Discussion:

- Currently at elevante with the first lady 4 lyfe
 - Handbook editor will be appointed earlier in the year
- helped with new first year elections
- Need new keys at the hub, please go trade them in.
- PM changes with mike for VP comms and Hatch coordinator
- New sponsorship coordinator
- Met with past presidents for help
- Working with tommy for position of sustainability coordinator committee

VP Student Life: Aya Aboughanem

Discussion:

- Working on project locker system with hunter
- Project locker system on the new website
- Working with clubs and teams
- Erin is working on mystery pub
- Sports working on dodgeball tourney
- Welcome to our first years! Hey first years:)
- Do we need to take our lock off the lockers if they are not for a capstone/project
 - Yes, you must take the lock off as they are specifically for capstone projects and must be approved by Hatch coordinator

VP Academic: Alex Moica



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Discussion:

- Mentorship program
 - Had a mixer for mentees and will release the pairing shortly
- First catchup session for chem 1e03
- New suggestion form for textbook library

VP External: Amy Gullins

Discussion:

- Meeting with PDC to organize events throughout the year
 - LinkedIn photoshoot in oct.
 - Working with ECCS and EGS on possible collabs and such
 - Feel free to reach out with suggestion
 - Fyec applications now available
 - ESSCO presidents meeting, presentation on this in a following meeting
 - Another meeting with CFES

VP Finance: Ian Currie

Discussion:

- Opt out rate is in!
 - 29.7 % opt out! Operating at the 30% opt out rate budget plan
 - Sending out an email to all clubs groups and teams with more info on the budget
- We have lots of room to improve to reach out to everyone who opted out.
- 31.1% of students opted out of maclab
- SAGM documentation:
 - Will be asking for bank statements, plans and summary of events, will be sent out in email
 - Must be in before SAGM 1.
- We currently only have the flat rate for opt out, no details

VP Communications: Roberta Boreham

Discussion:

FYEC ads are done

- Policy updates to make VP comms a real thing
- Hit 2100 insta followers!
- Handbook editor applications are open



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Motion #1: Updates to Bus Monitor training

SOTM (Spirit of the Motion): To reflect what has been implemented and what will continue for future bus monitor trainings

Motioned by: Aya Aboughanem

Seconded By: Erin Yusek

WHEREAS: This was the first year the bus monitor training took place

WHEREAS: the changes still reflect the essence of the original training but some in an alternative method

BIRT (Be It Resolved That): The training points and small changes in the Bus Monitor Agreement be updated in the Policy Manual as shown attached.

DISCUSSION:

- Bus monitor training is brand new and so we are editing the PM on this for future years.

For:ALL

Against:

Abstained:

Motion: PASSES

Motion #2: Legitimize AVP Academic Resources

SOTM: Add AVP Academic Resources to the policy manual officially and substitute all previous overlapping positions.

Motioned by: Alex Moica

Seconded By: Terrel

WHEREAS: A presentation was done on adding an Associate Vice President Academic Resources (AVP AR) position ad hoc on Feb 5, 2019, to be ratified the next year based on how it goes

WHEREAS: AVP AR has successfully been trialed this year and has been determined to be a valuable addition to the MES

BIRT: The following changes are made to the policy manual following the approval of the addition of the AVP Academic Resources position at SAGM 1

DISCUSSION:

- This was presented at fall kickoff, just here for the motion
- Terrel: part of the PM that calls Academic Resources Committee, motion to change it to academic services committee
 - Why?



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- Because we should be more consistent with our documentation and services was used interchangeably with resources.
 - This may raise confusion with Yovana’s role of AVP services and prod.
 - Services is under VP academic.
- Vote on Amendment to change to “services committee”

For:all
Against:
Abstained:
Amendment:passes

- **Vote on motion:**

For:All
Against:
Abstained:
Motion:Passes

Motion #3: VP Academic does external relations

SOTM: Add liasing with external academic organizations to the VP Academic policy

Motioned by: Alex Moica

Seconded By: Ian Currie

WHEREAS: Last February 5, a poll showed that council would like to continue relations with external academic organizations (Prep101)

WHEREAS: The contract was facilitated by the VP Academic this year

BIRT: The following changes are made to the policy manual, making the renewal of contract with external academic organizations part of the VP Academic portfolio.

DISCUSSION:

- Presented at fall kickoff, believe that vp academic should be communicating with external academic bodies so as to provide more academic services to the community.
- Adds clarity
- 3 year agreement with prep 101.

For:ALL
Against:
Abstained:
Motion:ASSES

Motion #4: ENG101 week evolves to Back2School



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SOTM: Rebranding of Eng101 week to be more inclusive

Motioned by: Alex Moica

Seconded By: Aya

WHEREAS: Whereas: ENG101 week (the week after Welcome Week) was run under the name Back2School week.

WHEREAS: The new naming is more inclusive of all programs in the Faculty.

BIRT : The following changes are made to the policy manual, replacing all instances of ENG101 week with Back2School week.

DISCUSSION:

- Presented at fall kickoff, lets vote my dudes/dudettes
- Aya- worked with alex on this, yay back2school week

For:All

Against:

Abstained:

Motion:ASSES

Motion #5: Leading Edge Ratification

Motioned by: Sashaank Bharadwaaj

Seconded by: Hawk Yang

WHEREAS: Leading Edge has already presented to council in the previous year about their group's activities and justified why it deserves affiliate recognition.

BIRT : Leading Edge be recognized as MES Affiliates.

DISCUSSION:

- What kind of student engagement have you had so far?
 - Mainly recruiting fellow classmates, are very tight right now due to lack of exec positions and such.
 - This is the first year the council is running
 - Are you going to be open to positions for people who aren't in eng?
 - We are targeting engineering students as of now, though in the future we will be open to other students.
 - 75% of club audience needs to be engineering students.
- Where did the 300 dollars from the income to the budget go?



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- The leftover will be left for future work
- How many people are you projecting for membership
 - 14-21 people
- Will you be establishing an account for bank statements?
 - Yes, but we are waiting for mes status first
 - Need to create an account as soon as possible for account transparency.
- Ian-AI was super chill and thus struggled to get people engaged, How are you looking at making sure students are dedicated to their projects. I think you should look into this structural component to motivate students to put the work in.
- Yovana- what kind of competitions are you looking at?
 - We aren't yet,
- Would it be about \$5 per membership
 - It's an approximation
- If you are looking for contacts for comps, reach out to the MES for contacts, especially with VP's.

For:Most
Against:1
Abstained:2
Motion:Passes

Motion #6: Motion for Mac MED-T ratification as affiliates

SOTM: With this motion we hope to ratify the McMaster Medical Engineering Design Team (Mac MED-T) as an affiliate student team in the upcoming 2019/2020 year.

Motioned by: Kevin Perera
Seconded By:Chris Liaconis

WHEREAS: Mac MED-T will henceforth be associated as an affiliate member of the MES for the upcoming 2019/2020 year, bearing in mind all benefits and responsibilities that entails.

WHEREAS: Mac MED-T may use the upcoming school year to demonstrate our capacity to operate as functional student lead technical and outreach team within the McMaster community.

WHEREAS: To demonstrate our ability to operate as a successful engineering based student team worthy of consideration for membership as a fully registered MES TEAM in the 2020/2021 school year , with all that that status entails.

WHEREAS: Mac MEDT may in the future receive partial financial support from the MES upon receiving full MES Team status, Hopefully in the 2020/2021 after our probationary period as MES affiliates.



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BIRT : The McMaster Medical Engineering Design Team will join the MES as an affiliate student team in the upcoming 2019/2020 school year.

DISCUSSION:

- Structure has changed, no vp social, now vp admin does social due to a drop out.
- Running 2 workshops this year, one in oct and one in feb
- 2 guest lecture events: talking about experiences in the field of biomed eng.
- 2 professors will present their research
- Slides are found in the facebook page
- Hoping our main project will grow over the next two years with general members
- Funded by a lab here at mac.
- Official bank account with RBC, sponsored by doughbox, hoping for more help with sponsorship.
- Prosthetic team will hopefully go to ryerson comp.
- Out of 60 that applied, will those who don't get on a specific team be put on the general team?
 - People will be placed on specific teams, only taking what we can due to budget and resources. Taking a total of about 30-35 people.
- Starting a project with really simple base model and hope to build it.
- What is the program demographics for applicants?
 - 40% ibiomed, but over 75% engineers at least.
- How are the timelines going for each part?
 - September is very much an intro for new members
 - Finalized design iteration by jan
 - Another iteration for feb,
 - Documentation in march
 - Break for exams
 - Back up in the summer again.

For:ALL
Against:
Abstained:
Motion:PASSES



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Motion #7: Money Doesn't Grow on Trees (ESSA Funding)

SOTM: To ensure ESSA continues to function in service of the students it represents.

Motioned by: Dziugas Nausedas

Seconded By: Emilia Nietresta

WHEREAS: the Engineering & Society Program did not make quorum at the final count of SAGM II in March of 2019.

WHEREAS: roughly half of Engineering & Society students had night classes during SAGM II 2019.

WHEREAS: many Engineering & Society students attended SAGM II 2019, but stood to represent other student societies.

BIRT : The Engineering & Society Student's Association is awarded the department club funding for SAGM II 2019.

Requested Funds: \$300

DISCUSSION:

- Generally speaking SAGM had very low turnout due to 2nd and 4th years having class during that time.
- What is ESSA? Engineering and society student association
- Society is far down the list so it took awhile to get to us at SAGM and we ended up not making quorum. Didn't get funding.
- We do A LOT. For the peeps.
- Alexie-Q: if you didn't get the funding, what would be cut from your plans for this year?
 - The 300 is not for this year, it's actually for the money we already spent that the MES didn't give us last year. We would probably X the brewery tour.
- Ian, how would this affect your budget
 - 'Tis fine.
- Do you also get support from the society faculty?
 - No, have not tried.
- Amy: Have you spoken to Carm about Alumni night, she gives the dolla bills
 - No we haven't! Thanks!

For:All

Against:

Abstained:Dziugas

Motion:PASSES



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Motion to table the motion whose motion was already tabled:

Motioned by: Hawk
Seconded By: Aya

For: ALL
Against:
Abstained:
Motion: PASSES

Discussion:

- Hoping to ratify this club at the next council meeting

Motion #8: ITE McMaster Student Chapter Affiliate Status

Motioned by: Anastasia Soukhov
Seconded by:

WHEREAS: ITE McMaster Student Chapter has already presented to council in the previous year about their group's activities and justified why it deserves affiliate recognition.

BIRT (Be it resolved that): ITE McMaster Student Chapter be recognized as MES Affiliates.

DISCUSSION:

For:
Against:
Abstained:
Motion:

Motion #9: McMaster Global Engineering Brigades Ratification

Motioned by: Jeff Suito
Seconded By: Yovana)

WHEREAS: McMaster Global Engineering Brigades has now presented to council about their group's activities and justified why it deserves affiliate recognition.

BIRT : The McMaster Global Engineering Brigades be ratified as an MES group.



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DISCUSSION:

- I support Jeff and all his endeavours
- Is the next time you go to honduras going to be different
 - Different community
- How many projects have actually come to completion
 - About 5 completed water systems
 - Could be up to 15 communities this year, 35 projects currently running
 - Finance brigades are particularly challenging to do.
- What's the exec structure
 - Two presidents, some designers, events, and sponsorship.
- What is the diff between water brigades and the club
 - Water brigades are actually the people going to the community and laying the foundations for the system
- Do you have a percentage of engineering members
 - Had about 12 people on the trip with most being engineering.
- Diff between GEB and EWB?
 - EWB has a 16 month coop program and a bunch of local events
 - Our main push is that 7 day trip, and planning 7 days out
 - EWB is for a very small amount of people, application based and a lot of funding goes to 1 person, GEB is for everyone who wants to contribute.
- Do you do anything else under than fundraise and the trip
 - Mostly around the trip and fundraising, also run some sessions on fluid dynamics, spanish, help run the GEB conference (ontario-wide) and was out of mac last year
- How much funding would you need in your first year as a ratified club
 - Roughly 500, all goes back to the students.
- Are you part of MSU?
 - Yes
- What is the role of the GEB campus chair
 - Oversee conference as well as affairs of all GEB streams.
- How does this work with MSU?
 - Any MES club can also be part of the MSU as well.

For:ALL
Against:
Abstained:
Motion:PASSES

Motion to flip the table and hold a presentation only:

Motioned by: Mike



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Seconded By: Aya

For: All

Opposed:

Abstained:

Motion Passes

<3

Presentation Motion#1: McMaster Hyperloop Team

Presented by: Rutvik Sheth

Seconded By: Aya

DISCUSSION:

- Aya: Do you see yourself competing in the January comp considering you just started out?
 - Yes, we plan to compete in Jan 2020.
- Terrel: What is hyperloop?
 - Fourth mode of transportation
 - Maglev train in a vacuum tube, uses electricity.
 - Very new and requires research
- Alex: Looking for funding but applying for affiliate status?
 - Yes, we are okay with not having funding right now.
- Ian: Do you have any other sponsorship other than the faculty?
 - Our main goal is getting to Texas, which is very very difficult. After Texas is when we would actually need our entire budget. We have sponsorship packages ready should we make it to the next round.
- Ian: I would love to see a yearly budget plan, since some costs are highly unlikely while others are more likely.
 - We have one we can send you.
- 55 students within engineering?
 - Yes at least 80% eng.
- Year to year operations... what will each year look like/aim to do?
 - It's all about iteration from previous year's designs



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Presentation #2: Hatch Coordinator Policy Manual Changes

Presented By: Aya Aboughanem

DISCUSSION:

- It just makes sense

Presentation #3: Prepxit

Presented By: Alex Moica

DISCUSSION:

- MES cannot be in partnership with any other academic external body such as wize or kaplan for the next 3 years.
- Your societies cannot do this either,
- How many free prep sessions?
 - At least 2... chem 1e03 and phys 1do3 this year,.
- Any restrictions on posters and pamphlets? Sustainability wise
 - Prep101 provides everything for us, offered more sustainable options however prep 101 wanted posters.
- Does prep 101 have partnership with any other faculty
 - Not that i'm aware of
- Would these courses be free to other students
 - These courses are completely free for all students who want to take it.
- We should ask for more than chem 1A03 if that also happens to be free

Presentation #4: MES Membership Presentation

Presented By: Alex Moica

- Elected positions need to hold a membership for the duration of their term
 - If you have not paid your fees please press pound for more options #
 - Please see Ian and/or the drain.
- Any mes member has access to platforms
- Students attending conferences and requesting reimbursement must be MES members
- Status of membership will be reviewed when choosing delegates for conferences.
- All drain volunteers must hold a membership
- Only MES members may rent the trailer, pointer, or camera
- 3% quorum at SAGM includes all undergraduate students.
- Candidates for ww committee do not need to be members until offered the position.
- MES will fund 35% of delegate transportation and accommodation fees.
- Winners of MEC planning to compete at higher level competition will receive full funding as a member and 50% funding as non members.



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- For all positions other than first year reps, only MES members can nominate you for an elected position.
- You do not need to be a member when running for a position but must hold one when in the given position.
- All undergrads are equal with equal rights at meetings.
- Any faculty of eng student with more than 18 units in a single year will be opted into maclab \$50.
- Lots of decreases in funding.

DISCUSSION:

- These kind of things shouldn't be taken lightly so please express your opinions regarding the abundant number of changes made to the policies. This was a HUGE process to change and we really want your feedback at any point in time.
- For OEC and CEC, why do non mes members get funding.
 - We still want to support students who are representing mcmaster on a larger scale.
- When voting on these changes, will it be one vote?
 - It will be one big motion.
 - Amendments can be made via motion.
 - We are presenting for your feedback so please provide feedback, even about certain parts of the motion.
- How are we checking who has membership?
 - We will be receiving a list. Only a few people will have access to it (VP finance and President and possible VP student life). A blind system will be put in place for people who need to validate membership.
- Anyone can vote for you during an election regardless of membership
- The opt out form needs to be more clear.
 - All we can do is provide that little info bubble, we are working on it.
- Look at the MES website where we have a page all about the value of the MES
- Is financial need regarding membership in the policy (even on who to go to)
 - It would be evaluated on a case by case basis by the CRO.
 - Whose discretion is financial need cases up to?
- This powerpoint will be in the meeting minutes
- What happens if you're trying for a nominated position, and you didn't realize someone who signs your nomination form is not an MES member?
 - You're nomination is invalid.
- If you are on coop, you still need to pay a membership fee in order to reap any benefits of membership
- Positions on the MES are hinged on membership
- How fast is the process of purchasing an MES membership
 - Updated on a weekly basis.



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- In D3, and D2.5, wording is a little unclear, should fix this for clarity of read.

Presentation #5: VP Comms Policy Manual and Constitution Changes

Presented By: Amy Gullins

DISCUSSION:

-

Presentation #6: Equity and Inclusion Officer and Equity Committee Policy

Presented By: Adi Gelb

DISCUSSION:

- One mention of the officer currently, under the president
- Currently writing policy for equity officer and committee.
- See new policy document for details on this policy.
- Each committee will have a liaison between the committee and the equity committee.
- Do you think it makes sense to include sports and wellness to the policy?
 - Yes for sure
- Change wording to equity reps.

Presentation #7: MES Fee in Policy Manual

Presented By: Ian Currie

DISCUSSION:

- Crossed out funds in 5.3
- Want to see directly in the policy that Student fees should be fully transparent to all students.

Presentation #8: Membership of the Society -> McMaster undergraduate students in the Faculty of Engineering (Constitution Changes)

Presented By: Ian Currie

DISCUSSION:

- Minutes
- Do people have to pay if they are bestowed membership by two-thirds majority council
 - No they would not
- If they are voted in, they have an official membership, right? They have all the privileges that a regular member has?
 - Anybody can be bestowed an honorary membership, they do not have voting rights but they do have all the other benefits.
 - They do have voting rights as an elected member? We will table this for another time.
- What is the period that this honorary membership lasts?
 - Till the end of august? Renewed in September?



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- In the summer you're not technically a member anyway.
- Lots of changes to council powers and authorities with respect to name changing (now MES membership holders)
- How do you impeach someone?
 - A petition requiring no less than 10% of undergraduate students.
 - Must be approved by CRO.
 - Results shall be binding.
- Quorum at SAGM shall be at least 3% of all undergrad students in the faculty of eng.
- Lots of changes for polling at SAGM: all undergrads have a say in these things.
- If we were to have suggestions for amendments, please bring them up before the next council meeting so it is ready for SAGM.
-

Presentation #9: Give Me More Money Please

Presented by: Yovana Racic

DISCUSSION:

- Birds
- 10 foot long wingspan, indeed hella.
- Adding a maintenance fee to every rental form.
 - Ensures the proper and appropriate use of MES rentals
- Money is kept under tight supervision while rentals are under use and will be returned to the user once the rental is returned and deemed to be acceptable.
- An effort to maintain rentals and keep them pristine for clubs and teams.
- Birds birds birds
- This is also a matter of making sure that rentals are brought back nicely and in good time.
- Method of payment is up to the discretion of the rental.
- If a club or team is late with good reason and somewhat good notice, the deposit will be given back at the discretion of the AVP S&P.
-

Supdates:

Tommy:

- New sust coordinator
- Committee application coming out this week
 - Taking everyone



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- Messaging people from diff clubs and teams regarding improvement of sust.
 - Audits to roll out soon
- Global climate strike this friday in Gore 12-3pm
- Petition for mac to cancel class
- Whats your email: sustainability.mes@gmail.com
- Goodnight tommy.

Adi:

We good

John:

first year reps met for the first time!

Project lockers

Dziugas:

- Can the mes make an event advertising

Mats:

- Materials game night tonight!

Alex:

- Cupe is planning to go on strike along with TA's due to monetary issues.
- Cupe will be holding votes on whether or not they should strike. Make sure you vote.
- Vote is on whether or not they are allowed to strike if mac doesnt meet their demands.
- All TA's recieved an email.

Mgmt:

- meet the prof coming up

Erin:

- Mystery pub oct 3rd, tickets most likely go out this thursday!

ECE:

- meet the prof on friday 3-5 and

Aya:

- Make sure you do eohss forms at least 10 days prior

Sust:

- If anything seems related to his position please email Tommy

Terrel

- First chem prep session tomorrow

Amy:

- Wont have wifi for a while if you cannot reach me please talk to exec!

Ian:

- Data survey is out about mes, academics, services, thoughts for improvement, links on social media it will help

Andrew:



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- Motion form is now available

CRO:

- Welcome first years! New initiative for 5minute breaks after every 1hour and 30 minutes

Mechanical:

- Our executive team applications have closed. So soon we will have our new Admin and Year Reps
- Our design lab has been renovated and is ready to be used again. Haven't seen it yet
- We had our first social event and it was a success! We had about 30 people come out to dough box.
- We are working on collaborative social nights with other departments

Software:

- Had first year night two weeks ago, it was pretty successful
- CAS industry night still happening October 3rd
- We're currently in the process of picking first year reps for the Computer Science Society

Motion to Adjourn Meeting

Motioned by Ian

Seconded by Yuvi

All for

Meeting Adjourned.