



MCMaster ENGINEERING SOCIETY  
**Council Meeting Agenda**



October 28 | [MES Teams](#) | 7:00PM

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

**Approved Absences:**

- Maya Phagsoa - Class
- Stephen De Jong - Midterm
- Kaylie Lau - Interview
- Erin-Leigh Yusek - Midterm

**PROXY: (Person for Person)**

- Stephen - Lola
- Erin - Carl

**Quorum Count: 23**

**Ratification of the Agenda**

**Motioned By:** Liam Sykes  
**Seconded By:** Sakshi  
**For:** 12  
**Against:**  
**Abstained:**  
**Motion:** Passes

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

**Motioned By:** Vaytiere  
**Seconded By:** Alex  
**For:** 16  
**Against:**  
**Abstained:**  
**Motion:** Passes

**Executive Updates**

President: Alex Moica

- Meeting with faculty presidents to work around issues of Welcome Week Planners
  - SSC wants to integrate them more under the university



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- Looking to create a
- SAGM is this weekend, Nov 1, 3PM
  - Make sure to submit your motions and presentations through the form
- Managing everything so everything to go more smoothly
- Andrew and I have been working on an external tutoring software other than tutor ocean (Nimbus)

Discussion:

- Looking into HopIn for SAGM but we'll be staying on teams/zoom for it
- Should we send the link to the department to fill it out?
  - Yes
- If you're a program or department club, submit the Financial Documents to Jack Flannery

VP Student Life: Erin-Leigh Yusek

- No Updates

Discussion:

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VP Academic: Andrew D'Elia

- Looking at a replacement for tutor ocean
  - Looking at preliminary contracts
- Working with FYRs to get the first years feedback
- Academic updates are finished for september, will be available soon
- OEC reached out to establish our presence
  - Will be working with Aya
- Meeting with Associate Deans to talk about the Welcome Weeks reps being integrated in the SSC
- Meeting with all the department/program reps to learn what to do with feedback when students are giving this information

Discussion:

- 

VP External: Damilola Fadiya

- ESSCO Teleconference
  - Most motions for internals



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- Financial literacy month, working with a national bank and having 2 webinars. They are giving away \$1000 if you put in a couple words about their webinars (regarding Savings and Credit)
  - Topics: saving and credit
- Application for Diversity in Engineering Conference will open soon, conference in November
  - Free, no max delegates

Discussion:

- Where should I look at for the conference?
  - Will be on MES social media
  - A link to an application form
    - Goes through Lola
  - Then will be connected the conference people

VP Finance: Emma Mandel

- Handling sponsorship deposits
  - For events coming up
- Received Audit records from 2019 form KPMG
- Working on accountability presentation
- Has been some problems with the Kipling reimbursements
  - Mailing problems

Discussion:

- 

VP Communications: Terrel Marshall

- Swamped with emails, if you reached out to him, will get back ASAP
- Working on branding on sponsorship packages and the governing documents that will be presented at SAGM

Discussion:

-



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**Presentation #1:** iBioMed Society APEx Tutoring Program—Application for Special Projects Fund

**Presented By:** Kira White and Raymond Tolentino

**Summary:**

- New branch off the iBioMed Society, aims to provide tutoring to all levels of iBioMed students and plan general review sessions for core first year and upper year iBioMed courses
- Looking to gain some funds from the Special Projects Fund from the MES

**Discussion:**

- Why pull from the Special Projects Fund and instead request to be an affiliate and then be recognized officially by the MES? Getting funding that way?
  - We need the money sooner rather than later since we would want them for upcoming midterm preps
  - The affiliate and club process takes a bit longer
  - How much money is allocated to this fund?
    - 4000
- How have you been advertising this? MES has our own tutoring session, we wanna know what worked for tutors and tutees?
  - Mostly through iBioMed specific channels: messengers, social media pages
  - Through the mentorship program, we got mentors to reach out to mentees to talk to them about the tutoring programs
    - More direct advertising
  - What didn't work was posting in chats, not really directed to anybody in the large group chats
- To Andrew: What do you think this differs from us doing Nimbus? Since we also are investing a lot of time money and efforts to that, what do you plan on doing with this
  - This program started before Nimbus was an idea
  - Right now we've found that the services from the MES are more generic to the engineering program rather than iBioMed
  - This program creates a more direct tutoring service to iBioMed students
  - Perhaps in the future, it can be a subset of tutors through Nimbus
  - Do you mind emailing Emma your finances? Snapshot of finances page
- How does this suffer from TutorOcean, have you talked to SSC about using it? Do iBioMed students prefer Apex over TutorOcean?
  - Haven't been in contact with the SSC



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- Nobody really knows TutorOcean exists
- Found that through the SSC, they haven't really been satisfying the niches of iBioMed students
- Lack of advertising to TutorOcean and accessibility
- Rather than urging them to push their program which is more work and may take longer, we are creating this program to differ from that
- For special projects funding, if you are requesting for less than \$450, bring it up in Exec Meeting
  - They just need to submit the Special Projects Funding Application
    - Have already submitted it and their sponsorship package
  - This isn't a hard and fast rule
- How much are they asking for and over how much time?
  - Special projects fund are available to any students who want to do something cool
  - They can apply for it, Exec/Council reviews and then Emma will give them that money
  - Did they apply for a certain amount of money?
    - Applied for \$450
- Is this intended to be a recurring thing? Is the organization intended to request special projects funds every year?
  - This Is more of just seed funding, getting on their feet
  - Didn't apply for affiliate status because wanted to see if it will work for the first year
  - Hoping for future years to get more funding from the iBioMed society and the iBioMed program office
  - This year specifically will be requesting through this fund since it's more easier and spontaneous
- What's the plan to incorporate SAS needs?
  - Tutoring service is between students, SAS is what they define as between the student and the courses
  - Okay, maybe not SAS, but what about the students who have difficulties learning (Ex. ADHD)
    - Offering 1-1 tutoring supports → aids a lot in these kind of difficulties and the tutor and tutee can talk within one another to develop a mutually beneficial learning style
    - Sending out constant help to tutors who need those services or supports



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- Have you talked to the Faculty chair? Are they involved with it at all?
  - Faculty chair, do you mean Faculty heads of iBiomed? Yes
    - Aware of the program and in communication since August, have their support
    - In consultation with equity of learning
    - We have started discussion on them supporting us in the future financially
    - Still in the process of applying for that funding but they seem to be receptive
- For exam review sessions, who is responsible for giving those?
  - Usually upper year students who have intense knowledge on the subject
  - Also take into consideration other things when selecting students to give those exam reviews
  - There are review session material that is vetted by review session coordinators
    - Reviewed for usability and quality
    - Usually presenters are previous TAs or student who did well in the course to present the review session materials

### **Presentation #2:** CFES PM Recap

**Presented By:** Damilola Fadiya

#### **Summary:**

- Canadian Federation of Engineering Students Presidents Meeting
- CFES Stance on Online Education Price and changed role of VP International

#### **Discussion:**

- No Discussion

### **Presentation #3:** Culture Movember Event

**Presented By:** Nassim Terzout/Cassie Stothers

#### **Summary:**

- Mustache growing charity event during the month of november that raises funds and awareness for men's health
- Looking for feedback and how we can go about advertising

#### **Discussion:**

- Are you guys okay with having a contest, like who is more creating with their moustache?
  - What is being presented is very flexible



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- A large scale contest is a good idea
  - But participants would have to be progressive to have this kind of contest and may not have been enough advertising to be progressive
- Will talk about the idea of a contest in their next meeting
- Help get the male professors involved
  - Low on time in getting them interested in time
  - If we have an event that's closer to the end of the month and getting them in the
- There's the normal MES advertising channels with the MES social media
  - Could work with the advertising committee to get the word out since the MES does have a larger following and maybe sharing photos of participants moustaches and what not
  - Using the current culture and traditions page on the site and can post pictures of people participating and update that every week
  - So people can actually see who in the MES is participation in the initiative, can work with the advertising committee
  - Can also set up a meeting with Terrel directly
- Link to participate in the chat
- MAC Rugby team has something like this very similar and they're pretty good with the amount of fundraising
  - Can probably reach out to them to get more resources
- Could connect with Brendan, who was the CO-OC last and he may also have some really good resources
- Fill out MES advertising form for the quickest way to get the word out

**Motion #1:** Making McMaster Start Coding an MES Affiliate

**Spirit:** To make McMaster Start Coding an MES Affiliate giving them the benefits associated with being an MES affiliate allowing them to further integrate into the Mac Eng community and provide more opportunities for engineering students as well as furthering their outreach.

**Motioned by:** Yumna Irfan

**Seconded By:** Jack Flannery

**WHEREAS:** McMaster Start coding presented to council last week, looking to become an MES affiliate



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**BIRT:** The MES makes McMaster Start Coding an official MES Affiliate

**BIFRT:**

DISCUSSION:

- No Discussion

**For:** 12

**Against:**

**Abstained:** 5

**Motion:** Passes

**Motion #2:** Making Game Development Society an MES Affiliate

**Spirit:** To make Game Development Society an MES Affiliate, giving them the benefits associated with being an MES affiliate allowing them to create a community for teaching and learning game development. Such that they can: Teach various mechanics of game development / Introduce club members to AR / VR Development / Research machine learning within game development

**Motioned by:** Adel Rabie

**Seconded By:** Jack Flannery

**WHEREAS:** Game Dev Society presented at last council's meeting and they want to be recognized as an MES Affiliate

**BIRT:** Game Dev Society is recognized as an MES Affiliate.

**BIFRT:**

DISCUSSION:

- Talked about future plans and how to keep it up, you said you'd get back to us?
  - Currently most execs are in 3rd year and in 5year programs
  - Expanding to include first year and second year students
  - For some of our activities, instructors do not need special knowledge in AI and Game Dev
  - Confident well attract a lot of students since it is such a popular idea





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- Food for thought for voting members: Think about the translation from year to year, what their future will be with the MES, only concern is that they are very brand new, not having many general members so it is difficult to assess longevity
  - Sounds like the current members have very good co-op positions that have taught them, not confident that the new exec members will have the same knowledge and capacity to instruct
  - Are there general stats on this club?
    - 5 members who are execs
    - Planning on building over the Christmas so we have a big launch for the second year
    - Haven't started making social media accounts so that adds to why we don't have many members yet
    - Wanted to be an affiliate to be able to have a booth and use Hatch to reach out to a larger audience, therefore want that MES backing before we begin advertising, seems more legit
- Becoming an MES club and team is a long progress that promotes growth of the team, so keep in mind that there is that idea of giving clubs that chance to get on their feet when becoming an affiliate
- In terms of AI and Game Dev, AI society is not as involved and are building up the knowledge currently while the Game Dev society looks like they have a lot of experience and a lot more to offer
- Them being an affiliate is their 'chance' to show that they can transition from year to year and are providing valuable information to those who attend their events
- What is the process of removing an affiliate club if they do not follow through with their mission?
  - After the year of being an affiliate, only then can they become a club and receive funding and be a larger liability to the MES
  - Usually will keep them as a affiliate because it does no harm if there is a low in leadership in one year and will be bouncing back the next
  - Motion required for removing them
- Fly At Mac was made an affiliate despite them benign also a very small club of similar size, MES should be consistent in whom we create affiliates
  - Does not mean that you have to vote the same way
  - But it should affect how we continue to vote
- What will get in the way of you developing a club of you guys not being an affiliate?



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- Being an affiliate will help us gain club member gain that legitimacy from the get go
- Also motivate the exec team even more because we want to ensure that we keep this thing up, there will be more at stake and more motivation
- Are there any restrictions to apply to become an affiliate again?
  - Council approves affiliates, can be done at any meeting, can do it again literally next meeting after presenting again
- Most of the concerns that have been brought up have been long term, what short term progress can we provide to be an affiliate?
  - There is a wider spectrum than short term and long term
  - Gauge the first couple workshops and see the engagements from students
  - Just have something under the belt to show the MES
  - Biggest concerns is can you gain the traction and the turnover in the long run
    - Would be more willing to vote for if we can see that there is interest from students and interest so it can continue long term
- A lot of concerns regarding affiliate and club status, other clubs have presented with the same circumstances and have been approved to be affiliates. Would council feel more confident if affiliate presentations include what they've completed so far, what the long term schedule is and what they are planning to do. Since it looks like there are points from both sides of the spectrum
  - Really good idea, something we should try to expect, to show that they have that long term plan
  - It is not explicitly stated but it is expected of affiliate presentations
  - There are no other clubs for Game Development and with such a small member group so far will help give us that legitimacy
- Could we potentially tell Game Dev club to re-apply at the next meeting, and impose the same requirements for other affiliates
  - I think we should still vote today because both sides have been discussed and the vote will determine whether they become affiliates now or in the next meeting
- The club is a very good idea but if you become affiliate and don't really understand the structure of running certain events, even just one event might help to see where the interest lies and this would give a more general idea of what direction to take the club
  - Keep in mind that voting members are voted in my students and are the voice of the students on council



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- If you feel like your people will be indifferent to this decision, you have to consider how it will affect the MES and show it all plays into effect
- Are we able to put forth a motion to table this motion to present again and vote next meeting?
  - Yes
  - Don't think we should ask to table it to next meeting, because it may not change much, maybe just to give a chance to the club

**For: 10**  
**Against: 3**  
**Abstained: 10**  
**Motion: Fails**

### Other Business:

- Apply for affiliate status again, don't think that we are not interested in your club, we want you to come back,
  - Your presentation has made us reconsider who we consider an affiliate, would like you to come back with those extra items, timeline and schedule in place
  - Is there a limited ib MES affiliate and clubs?
    - No limit in constitution
  - In regards to precedence, is it just kind of going on a rolling base or is it there a written presidesce.
    - Potential club team and affiliates go through Jack before giving motions to council meeting
    - Our council meeting deciding that the presentation hasn't sufficed will be taken into consideration through Jack
    - There is simply those expectations, it is not written down anywhere



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### Supdates:

Equality and Inclusion Officer:

- Last friday, had training for IDEA committee
- 11 members, training went well

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:

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Co-Orientation Coordinators:

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FYEC Co-Coordinator:

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Kipling Co-Coordinator:

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FireBall Co-Coordinator:

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MEC Chair:

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Culture Co-Coordiators:

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Sustainability Co-Coordiators:

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Wellness Co-Coordiators:

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Sports Co-Coordiators:

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Leader Development Co-Coordiators:

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Internal Affairs Co-Coordiators:

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Hatch Coordinator:

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Lounge Co-Coordiators:

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Trailer Coordinator:

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Mentorship Co-Coordiators:

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Tutoring Operations Coordinator:

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Social Media & Website Co-Coordiators:

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Graphic Designers:

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Handbook Editors:

- Spongebob Popsicle!!!!

Frequency Editors:

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PlumblinE Editors:

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Publications Editor:

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ECE Rep:

- Not much
- Midterm review for CompEng 2DI4
- Obligatory shoutouts: Happy Birthday ANDrew and Emilia

Matls Rep:

- Moved to making an Avenue page for the Matls Society
- Coop event coming up soon

Tron Rep:

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Mech Rep:

- Want to get feedback on materials course that Mech students are taking, will be sharing with the Mech Department
- Meeting with the department to share thoughts and ideas with them

Software Rep:



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- Had a successful software eng society study night, anywhere from second year to fifth, sixth year software engineering study event

### Civil Rep:

- Have meet the profs night
- Working on Swag
- rallying everyone up to hit quorum at SAGM

### Chem Rep:

- Coop even coming up with Matls, resume and interview prep with profs and
- Planning a lot of events with chem eng students, engagement was really good

### iBio Rep:

- Not many updates
- Can you clarify what you need from iBioMed society before SAGM? In terms of funding
  - Default is \$300 each SAGM except for some who get the \$600 right away
  - What do you want us to send?
    - Resend Emma the budget, after SAGM 1, will be reallocating all the clubs
  - Department and program clubs that have already submitted your budget and there is no changes, no need to resubmit, but if there it, resubmit it to jack

### Eng Phys Rep:

- Got a lot of second years on the discord
- Coop event had good engagement

### Comp Sci Rep:

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### Society Rep:

- Have a barbecue tomorrow
- Games and fun and chatting!!!!!!!!
- Can join the virtual society lounge, if you are not apart of society, you need to join as a guest
- Bringing up people for sagem



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### BEAMS Rep:

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### Management Rep:

- Running spooky among us, halloween them over zoom this thursday
- IBM event running soon
  - Talking more about job related things
- Got applications for level reps

### BTech Rep:

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### First Year Reps:

- iBioMed:
  -
- Comp Sci:
  -
- B Tech:
  -
- Eng 1:
  - Sociable deal is going to be finished next year with the council
  - Prep 101 bribe with the first years
  - Talking to Dr MacDonald wanting to establish between FYR and the 1P13 developers

### AVP Clubs & Services:

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### AVP Academic Resources:

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### AVP Events:

- Halloween hangout event this friday
- Halloween costume contest
- Meeting with Fireball and Kipling tomorrow





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### VP Student Life:

- Wellness is having an event tomorrow called Stress Less
- Wellness posting about mental illnesses and misconceptions

### VP Comms:

- In the next week or so, there will be a couple appointed positions open under communications

### VP External:

- Check out ESSCO financial conference

### VP Academic:

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### VP Finance:

- For the expense report, there is a link on the website, if you fill it out and email it to her

### President:

- CFES Ontario AMbassador special guest
  - Love what wellness and first year committee are doing
  - Ontario AMbassadors role is a communication bridge between ESSCO
- No more updates

### Administrator:

- Just working with Alex and Aras to finalize SAGM dates and where it will be held
- Will send out the council swag order form this weekend
- Are we apart of red suits or do we still have to apply
  - If you're on MES council, you're not automatically red suit you have to apply, red suits are involved groups in the MES

### CRO:

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### **Motion to Adjourn the Meeting**



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**Motioned By:** AJ Kourabi

**Seconded By:** Terrel

**For:** 16

**Against:**

**Abstained:**

**Motion:** Passes