

# **ESS May Officer Meeting Minutes – Procès-verbal de la réunion de mai des dirigeants de l'AÉG**

**Date:** May 15, 2024 6:00 PM

**Location – Lieu:** CBY A04 & [Google Meet](#)

Chaired by Daniel Thorp (he/him/il) with discussions lead by Sofia Ershova (she/her/elle).

## **Officers Present – Dirigeants.es Présent.e.s:**

- President - Sofia (she/her/elle)
- VP External - Ethan (he/him/il)
- VP Finance - Domenick (he/him/il)
- VP Academic - Ashna (she/her/elle)
- VP Communications - Madison (she/her)
- VP Internal - Aiden
- VP Services - Maya (she/they/elle)
- VP Social - Eric (he/him/il)
- VP Philanthropic - Gabrielle
- VP Equity - Ryn (they/them/il)
- Manager of Marketing - Jason (he/him/il)
- Manager of Social Media - Martina (she/her/elle)
- Manager of Sports - Mackenzie (She/Her)
- Manager of Translations - Elsa (she/her)
- Manager of 101 Week - Mackenzie (she/her/elle)

## **Officers Absent – Dirigeants.es Absent.e.s:**

- Manager of Sponsorship - Vacant
- Manager of Wine and Cheese - Vacant
- Manager of Student Success - Vacant
- VP Francophone - Carolina (she/her/elle) - Excused
- VP Sustainability - Hayley - Excused

- Manager of IT - Cyrus - Excused/Late

## **Land Acknowledgement – Reconnaissance des terres**

- We acknowledge that we are gathered on the traditional and unceded territory of the Algonquin Anishinaabe Nation. For generations, they have been the stewards of this land, and their deep connection to it continues to this day. We recognize the enduring presence and contributions of the Algonquin people to this region. We also acknowledge the painful history of colonization and the displacement of Indigenous communities from their ancestral lands. We commit ourselves to learning, understanding, and honoring the Algonquin Nation's history and culture. We recognize the importance of working collaboratively to create a more just and equitable future for all who call this land home.
- Nous reconnaissons que nous sommes réunis sur le territoire traditionnel et non cédé de la nation algonquine anishinaabe. Depuis des générations, ils sont les gardiens de cette terre et le lien profond qui les unit à elle perdure encore aujourd'hui. Nous reconnaissons la présence et les contributions durables du peuple algonquin dans cette région. Nous reconnaissons également l'histoire douloureuse de la colonisation et du déplacement des communautés autochtones de leurs terres ancestrales. Nous nous engageons à apprendre, à comprendre et à honorer l'histoire et la culture de la nation algonquine. Nous reconnaissons l'importance de travailler en collaboration pour créer un avenir plus juste et plus équitable pour tous ceux qui vivent sur cette terre.

## Welcome + Housekeeping

[Housekeeping doc \(Important!\)](#)

## Opening Remarks – Remarques préliminaires

- General Meeting on May 26th
  - Please add your updates to [the agenda](#) by next Wednesday
  - Encourage people to run as year representatives, they can join the meeting virtually or in-person
  - Looking to appoint a Secretary if anyone knows someone who would be interested
- By-laws and Policies maintenance
  - Discovered procedural issue with the recent amendments to the Policies and Procedures Manual. These amendments were adopted after a motion to *Suspend the Rules* in violation of Robert's Rules s. 25:7 "Rules contained in the bylaws (or constitution) cannot be suspended" and s. 25:10 "Rules protecting absentees cannot be suspended". A ruling regarding this at the May 26th meeting will affect the Society significantly.
  - Relationship with the *Canada Not-for-Profit Corporations Act* needs to be discussed and by-laws need to be amended consequently.
  - Please feel free to contact me or Sofia if you have proposed changes to policies and would like to seek guidance on wording or compliance.

## Updates & Icebreakers – Mises à Jour & brise-glace

President:

- ★ Icebreaker:
  - Name: Sofia
  - Pronouns: she/her
  - Program: Entering 6th year biotech
  - If you could make one thing illegal forever, what would it be?
    - ASMR
- Updates:
  - Got transitioned, been working on settling in and getting things organized



# ESS-AÉG

Engineering Students' Society  
Association des Étudiant(e)s en Génie

- Been meeting with some of you to have our introductory one-on-ones, if there are people I haven't met with yet please let me know so we can schedule ours soon!
- UOSU Presidents Round Table will meet soon (after this meeting lol), been in contact with UOSU president Delphine. Also attended the emergency UOSU board meeting where they heard from student leaders to help inform their official stance on the university's response to the ongoing protest on campus.
- Met with EEF chair Mark, he proposed that EEF allocate a specific amount of funding towards ESS so that way we won't have to apply for funding. If anyone is anticipating applying to EEF for any events, speak to Dom so we can come up with an approximate amount for this.
- Met with CFES execs to discuss our standing with them and how to remediate the situation from last year's PM.
- UOSU is compiling a list of all RSG personnel so they know who to contact for various things, I have filled in all your names and most of your email addresses but please check this sheet here and fill in any missing information/verify everything I have put in is correct:  
<https://uosu.sharepoint.com/:x:/s/UOSUxRSGs/EYb2Aa-Wn1NMq24v97mKEZ4B0RJe4RojI1MXSOKDHRUfPQ?rttime=wJjy2pV03Eg> (find the ESS tab)

## VP External:

### ★ Icebreaker:

- Name: Ethan
- Pronouns: he/him
- Program: 4th Year Software
- If you could make one thing illegal forever, what would it be?
  - The authenticating every single time you try to use your uottawa email

### ➤ Updates:

- Filled out some CFES and ESSCO form stuff to update our information
- ESSCO PM (president's meeting) registration: sending Pres and VPX
- Meeting with CFES Ontario Ambassador soon just for introduction meeting

## Manager of Sports:

### ● Icebreaker:

- Name: Mackenzie (Mack)

- Pronouns: (she/her/elle)
- Program: 3rd Year Mechanical
- 1 thing illegal what would it be?
  - Doritos
- Updates:
  - Nothing Crazy happening yet, need to meet with Dom to go over budget stuff.
  - Eng hockey is in Windsor this year so also meeting with Dom to see the logistics of it all and see if it's feasible/sponsorships?
  - Will be looking into fall intramurals in the coming weeks

#### VP Finance:

- ★ Icebreaker:
  - Name: Domenick Mann
  - Pronouns: He/Him/It
  - Program: Going into year 3 of Mechanical ENg
  - If I could make one thing illegal forever, what would it be? Probably the font **Comic Sans** being used in public marketing or documents. 🤔 Also loud children in museums (especially the loud ones with annoying voices).
- ★ Updates:
  - I transitioned myself (very well done, not one bit of info missed)
  - Going through meetings, if you haven't booked one yet: <https://domenickmann.com/bookings>
  - Had an EEF meeting with Sofia and mark to go over funding options for next year
  - Met with CFES Nat. Exec and Sofia to discuss standing.

#### Manager of Sponsorship:



#### VP Academic:

##### Icebreaker:

- Name: Ashna Cheverlharan
- Pronouns: she/her
- Program: Entering 3rd year Biomech Engineering
- If you could make one thing illegal forever, what would it be? Lectures past 8pm

#### Updates:

- Officially transitioned and went through transition document provided by Markos
- Got login credentials to log into VP Academic email
  - Resolved emails that were waiting for a response and informed any active email recipients of the role transition for the future
- Went through files of previous VP Academics and created a separate folder for the upcoming term
  - Organised folder with respect to the mandate
  - Made templates for event plans
- Started drafting a budget plan for events to take place in the school year
  - Meeting with Dom has not happened yet
  - Considering EEF application if funding isn't sufficient
- Brainstormed ideas for morale nights and speaker/industry nights
  - Talked to sub-associations about doing potential collabs for speaker/industry nights
- Went through logistics and planning process for Wine and Cheese
- Do not plan on appointing a committee for Wine and Cheese; however aware of some people that may be interested in the manager positions

#### Manager of Wine and Cheese:

➤

#### Manager of Student Success:

➤

#### VP Communications:

- Updates:
  - Mailout schedule
    - Biweekly for the summer?
  - Getting access to all the accounts
  - Comms team meeting
  - Switch the credit card to ESS?
  - please be patient as I get all the info- its a lot at once & on-boarding onto two jobs right now too
  - open to feedback always!!

- HOWEVER- in the form of positive reinforcement for me and my team! 😊
- meeting with dom coming up
- COMMS team (woof woof!) meeting next week
- Icebreaker
  - Name: Madi
  - Pronouns: she/her
  - If you could make one thing illegal forever, what would it be?
    - Clear-cutting trees without replanting
    - More than two sprays of perfume
    - Addictive pharmaceuticals
    - Word's default font being calibri

## Manager of Marketing

- Icebreaker
  - Name: Jason
  - Pronouns: he/him/il
  - Program: 3rd academic year of Mechanical Engineering
  - If you could make one thing illegal forever, what would it be?
    - Stores throwing away useable things (near expiry food from grocery stores, slightly damaged clothes for retail, etc) They should all be donating it
- Updates
  - Got my email
  - Starting to brainstorm better outreach/promo for ESS but probably won't do much for summer
  - Let me know if you want another head to brainstorm ideas for promo/engagement for your events, surveys, etc!!!

## Manager of Social Media

- Icebreaker:
  - Name: Martina
  - Pronouns: she/her/elle
  - Program: Entering 2nd year of Biomedical Mechanical Engineering
  - If you could make one thing illegal forever, what would it be?
    - Axe Body Spray

➤ Updates:

- Got transitioned and received access to the gmail, Instagram, Facebook, Canva, & Linktree.
- Responded to some questions in Instagram DMs
- Updated the Linktree several times
- Posted three posts since transition;
  - 101 Committee Applications - Posted story & posted 1 week left reminder
  - EEF Applications - Posted story and am posting story reminders on the dates that Mark specified leading up to the deadline (still need to remind the eng faculty insta to repost it)
  - ESS General Meeting - Worked with comms team to design and create a graphic, we are hoping to start making a more cohesive theme for the Instagram/Facebook going forward - posted on story and will post reminders for the countdown five days before the event

## Manager of IT

➤ Icebreaker:

- Name: Cyrus
- Pronouns: He/Him
- Program: Entering 2nd year Electrical Engineering & Computing Technology
- If you could make one thing illegal forever, what would it be?
  - Dumping garbage at public parks

➤ Updates:

- /team is updated with everyone's names + headshots - pls submit your headshots if you have one!!
- Compiling a list of changes I would like to make to the website to simplify and update information
- In the process of ensuring all of 2023-2024 meeting minutes are translated and on the website
- Meeting with Dom on Friday (May 17)
- Got everyone access to their GSuite email accounts



## VP Internal:

### ➤ Icebreaker:

- Name: Aiden
- Pronouns: He/Him
- Program: Entering 3rd year Civil Engineering & Computing Technology
- If you could make one thing illegal forever, what would it be?

■

### ➤ Updates:

- Got transitioned and read through the drive/files.
- Reached out to subassociations through email last week (not heard back from any as of yet).
  - Looking to have my mandated meeting with them early June, but for now I reached out to invite them to our upcoming BOD meeting along with an introduction.
- Created a rough timeline for uOEC in the fall. Trying to figure out a good/creative way to promote.
- Haven't done the budget yet or planned my meeting with Dom yet (my bad).
- Going to try and set the volunteer database up sometime soon.
- Office clean up👁👁...

## VP Services:

### Icebreaker:

- Name: Maya Benhamou
- Pronouns: she/they (*my family is not aware of these so will most of the time use the she/her pronouns*)
- Program: Entering 3rd year (ish) Mechanical Engineering
- If you could make one thing illegal forever, what would it be?
  - Ads that pause Ur music

### ➤ Updates:

- Got transitioned by Ethan
- Still recovering from surgery and that is taking priority over anything else
- Program patches:

- Probably will do a form but I want them by 101 Week so may not have time to wait around and consult a bunch of people (ie sub associations that I'm not super close with) but will try my best (goal is to consult at least three people per program before and after the design)
- Please let me know what you may want to see on the patches for Ur program

## VP Social:

### ★ Icebreaker:

- Name: Eric
- Pronouns: he/him
- Program: Entering 3rd year Computer Engineering
- If you could make one thing illegal forever, what would it be?
  - Increasing the cost of a dunk tank by 2x in a year (beefing) :(

### ➤ Updates:

- Had my transition meeting with Jason and gained access to my drive which I cleaned up and prepared for my year.
- Created and sent out 101 week committee applications (big thanks to comms team <3). So far we have about 20 applications which Mackenzie and I will go through and interview. Possibly need comms help again with emailing the people for interviews, yays, and nays.
- Had a meeting with P.W Leopard and got a sample 101 kit. As you have seen, they're not too bad and I have budgeted for them.
- Festival Promotions reached out regarding 101 swag. Waiting for the committee to be formed to proceed. In the meantime, they are sending a sample kit.
- BrandVibes reached out and wanted to sell some swag too. We have been in contact and I have a quote for some items but I need to check out other suppliers' prices. I put this on pause as I want to wait until I know what is in the UOSU kits.
- Started to plan summer DUSTED. I have about 8 venues in mind and contacts for each. Went through the past location spreadsheet and picked out a couple of safeties from there. Estimated how many tickets/buses are needed based on last year's numbers. Planning for Saturday, August 3rd or 10th.
- Had a meeting with Dom to get my budget. Been working on it based on the last two years' numbers and some quick research on things. Almost done budgeting for 101 week but waiting for a couple of other events we want to run.

- Sofia and I will be attending the PRT/SRT today, more on that next meeting.

#### Manager of 101 Week:

##### ★ Icebreaker:

- Name: Mackenzie (Kenzie)
- Pronouns: she/her
- Program: Entering 6th year chemical engineering, environmental engineering option
- If you could make one thing illegal forever, what would it be?
  - OC transpo, literally waited for a bus that's supposed to come every 15 minutes for over an hour the other day

##### ★ Updates

- Reviewed 101 Week committee applications
- Answered any questions Eric had

#### VP Philanthropic:

##### ★ Ice breaker

- Name: Gabrielle or Gaby
- Program Biomedical Mechanical Engineering and Computing Technology (heading into my third year)
- If you could make one thing illegal forever, what would it be?
  - No more exams on weekends!!!!

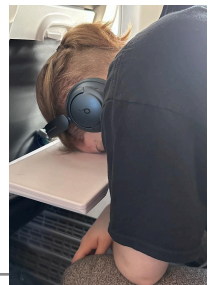
##### ★ Updates

- Going to be transitioned soon
- Have a meeting with Dom once my transition is done
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#### VP Equity:

##### ★ Icebreaker

- Name: Ryn
- Pronouns: they/them/il
- Program: Biomedical Mechanical Engineering
  - (I've been in uni for 3 years but next year is all 3000 level classes, so idk what year that makes me)
- If you could make one thing illegal forever, what would it be?



■ RECLINING A SEAT ON AN AIRPLANE AGHGHHHH

Pictured: how i sleep on airplanes and why this bothers me so much

➤ Updates:

- **Transition:** Nyah and I still haven't had our transition meeting (we tried but then she wasn't able to access the drive and yeah anyway we're working on it and can only on weekends) but i was able to read through the doc she prepared and know what is involved
- **Internal Conflict Form:** Working on making the internal conflict form bilingual and it is posted and in operation, I have the account signed in on my phone so i'll get notified of anything happening. Also upon Daniel's recommendation I have added emergency phone numbers and additional resources to the form!
- **Anti-Oppression Training:** I need to have a meeting with mr vp finance about the plans for budget and specifically for anti-oppression training, planning to research last year's company and others and then will email them asap (after finance meeting) as nyah advised
- **Guide to Getting Accommodations:** Started working on a lil pamphlet to be used as a guideline for people looking to get academic accommodations to make the process less intimidating (too many of my friends have been overwhelmed by the process so i'm making a little guide)
- **Land Acknowledgement Facts:** Researching algonquin/anishinaabe and indigenous facts to include after land acknowledgements in the spirit of "learning, understanding, and honoring the Algonquin Nation's history and culture" ! I plan to include a new one every meeting so we can all learn as we go!
- **Equity Club Fair???:** Equity club fair was mentioned as a potential diversity event in the transition doc and I'm thinking that would be really cool to organize for just after 101 week but that would involve me getting my shit together and organizing it asap, lmk what y'all think

VP Francophone:

Icebreaker:

Welcome everybody! Sorry I cannot be there, I am at a National Exposition this week. Looking forward to meeting you all and working together!

- Name: Carolina González
- Pronouns: She/Her/elle
- Program: Software Engineering, 3rd year
- If you could make one thing illegal forever, what would it be?
- Pizza without pineapple ( the hater is gonna hate)

#### Updates

- Transitioned Elsa as Manager of Translations
- Looking to be transitioned by Sofia this week
- Finalizing AGM minutes' translation
- Friendly note for our new members: If you could add EN and FR abbreviations when writing the minutes, it will optimize the work a lot. NAC/CNA (if there is no French version then IEEE/IEEE. Thank you !

#### Manager of Translations:

##### ★ Icebreaker

- ☐ Name: Elsa Lange
- ☐ Pronouns: She/Her
- ☐ Program: Entering last year of Mechanical Engineering
- ☐ One thing I would make illegal: Double ads on YouTube videos

##### ★ Updates

- ★ Transitioned with Carolina recently and gained access to everything.
- ★ Have been translation documents given to me. Will be trying to complete translations in 48 hours during the summer. Will see what is manageable in the semester.
- ★ A few requests: having an ideal date that people want the translation by, letting me know if you want to write directly on the document, any context that would affect translating and sending message on the ESS translations channel so I can keep everything in one place.

VP Sustainability:

- Planning to do 2 events/semester with sustainability

## Motions

- Sofia: Motion to allow managers to access the office
  - 11 votes for, 0 against, 0 abstain

## Discussion Items – Éléments de Discussion:

- ★ Sofia: Retreat
  - Discussion:
    - Madi: Has house in Muskoka, only would have to worry about transport.
- ★ Sofia: Office clean
  - Discussion:
    - Jason: A plan for the items of the office should be made to make sure things are actually cleaned, and not just put into other places.
- ★ Sofia: ESS x CSSA team bonding
- ★ Sofia: Manager office hours
- ★ Sofia: Comms timelines (on behalf of Madi)
- ★ Eric: Locker rentals
- ★ Eric: Swag inventory
- ★ Eric: Summer DUSTED theme
- ★ Eric: Website additions
- ★ Ashna: Wine and Cheese (one per semester or one per academic year)
- ★ Ryn: “One (mental health/diversity) event per semester” does that exclude summer?

## Reminders – Rappels

- Please read through the documents provided (to come), add information where needed and confirm your info on the UOSU RSG spreadsheet.