



University of Ottawa | Université d'Ottawa
Engineering Students' Society | Association Des Étudiants En Génie
Reese Wunsche | president@uottawaess.ca

Meeting Minutes

Date: 2020-11-29

Location: Zoom

Call to Order

1. Land Acknowledgement

2. Adoption of Agenda

Motion to Approve Agenda: Chloe Bergeron

Second: Julian Ward

Discussion: N/A

Votes: 24 for, 0 against

3. Roll Call

Chair: Alexis McCreath Frangakis (she/her, elle/lui)

Secretary: Abbey Jayne (she/her, elle/lui)

Executive:

- President: Reese Wunsche (she/her, elle/lui)
- VP Finance: Reethi Paul
- VP Social: Mahyar Gorji
- VP Internal: Rafi Biouss
- VP External: Chloe Bergeron
- VP Academic: Abigail Famula
- VP Communications: Elise Cloutier
- VP Philanthropic: Sameeha Gani
- VP Services: Laura Godfrey

Subassociation Presidents:

- MESS: Sam Garcia
- ChESS: José Martinez
- IEEE: Michal Ridner
- CSCE: Clark Chen - Absent

Year Reps:

- First Year:
 - Section A: Yasen Akir
 - Section E: Farah El Siss - Absent



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- Section H: Alae Boufarrachene
- Chemical Engineering Representatives:
 - 2nd Year: Lilly Ferrier
 - 3rd Year: Leila Kusmic
 - 4th + Year: Lucas Taylor-Erichson - Absent
- Computer Engineering Representatives:
 - 2nd Year: N/A
 - 3rd Year: N/A
 - 4th + Year: Mamadou Moustapha Bah
- Mechanical Engineering Representatives:
 - 2nd Year: Kaleigh Ionadi
 - 3rd Year: Zane MacDonald - Absent (Zach as proxy)
 - 4th + Year: Sally Raad
- Civil Engineering Representatives:
 - 2nd Year: Devin Colman
 - 3rd Year: Julian Ward
 - 4th + Year: Noah Andrea - Absent
- Electrical Engineering Representatives:
 - 2nd Year: Rikki Romana
 - 3rd Year: N/A
 - 4th + Year: Madi Smrtka
- Software Engineering Representatives:
 - 2nd Year: Nicholas Morin
 - 3rd Year: N/A
 - 4th + Year: N/A
- Co-Op Representatives:
 - Scott Fulton
- French Representatives:
 - 2nd Year: N/A
 - 3rd Year: Jade Breau
 - 4th + Year: Vincent Côté-Larouche

4. Elections of Year Representatives (If candidates present)

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5. Ratification of Year Representatives (If candidates present)

- Scott motions to ratify election results
- Chloe seconded
- Votes: 27 for, 0 against, 0 abstentions

6. Executive Updates

a. President

- COVID-19 fund is 30 x \$250 grants



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- Google forms have been sent to Elise to put in the mail out tomorrow as well as social media
- Looking for help for selection committee since we are expecting many responses
- Grant submissions will be reviewed with no names attached to be unbiased
- Bc of midterm and exam season, class talks didnt seem optimal for this semester, but they will happen in the first few weeks of winter semester
- Meeting with Faculty of Engineering, got updates on how profs are struggling just as much as students are
- Message Reese on facebook if you have anything you want to change in the constitution and/or be a part of the constitution committee
 - Final changes should happen before February BoD so that everyone can digest and critique the changes
- Gave Toni (Equity Commissioner) her speaking rights so that Toni
 - Toni motions to add a new budget line called "Anti-Oppression Training" for \$350 under the President's Budget
 - Chloe seconded
 - Discussion:
 - This will go under President's Budget
 - Scott asks for details. Toni says its training for the Exec team with a 1 on 1 training for anti-oppression. This will be very beneficial to educate execs on topics they might not be aware of, especially with recent events on campus
 - Sally wants to amend this motion to include BoD members and also other execs of the sub associations
 - Toni says it is with the equity roundtable, UOSU is paying %30 of this and can only include the exec team. If we want to add BoD members and others, this \$350 price will change and would likely increase substantially.
 - Reese says that if BoD members/Engiqueers/other sub associations have any questions, the exec team can ask on their behalf at the training
 - Madi suggests that execs take the training and then have a BoD meeting afterwards to update everyone so that we don't have to pay for every single person to take the course
 - Reese says this is a good idea bc its a full day course and this also saves time for everyone
- Votes: 24 for, 0 against, 2 abstentions
- Motion passes. Line is added to the budget.

b. VP Finance

- Finally have access to accounts and online banking
 - We can start getting reimbursements through e-transfer so that they're easier to keep track of and minimises in-person contact
 - Muffy asks how we can authorize the 2 signatures for each check when we use e-transfer. Reethi says she will look into this more and get back to us.



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- Meeting with NBC advisor about GIC, request is pending. More updates on that next month.
- VP Operations stepped down this week, not sure how this will impact us in the future but we did receive our levies a couple of days ago.
 - Money received was for summer and fall semester, ended up being much more than originally estimated
 - Budgeted for \$85K for entire year, but we received \$76K for the summer and fall alone, meaning we will have even more money in the winter
- Gave the subassociations their levy amounts and will be meeting later this week to give them their checks
- Updated budget is available if anyone wants to see
- Financial report is also available, this can be posted on BoD facebook page
- Since we're looking at an insane surplus, if anyone has ideas for how to spend it then please let Reethi know
- Gave speaking rights to Ema (Manager of Sponsorships)
 - Contract with NBC has been signed, getting \$4K from them
 - 4 "lunch-and-learns" this year but calling them "Webinars" instead. First one happening next week but other 3 happening next semester. Dates and times will be posted on facebook.
 - Prizes instead of lunches/food this year, the more people that show up, the bigger the prizes will be. AirPods and ubereats gift cards are current thoughts, if anyone has other suggestions let Reethi/Ema know.
- Sam says that we should make suggestions and/or a policy on how to use/invest this surplus money
 - Reese says that constitution committee can talk about this
 - Scott says it is worth looking into getting licenses for software tools that might help students during the pandemic. More academic-related help. However, this idea and its feasibility must be looked into first before this is actually considered.
 - Chair suggests having a form that BoD members can fill out with their detailed suggestions so that people's suggestions don't get lost/forgotten about
 - Rafi suggests putting more money into scholarships (not just COVID scholarships but any scholarships that can be given to students by the end of the year)
 - Scott says that it might be worth it to wait to see how the COVID scholarships go first, see how many people apply, etc
 - José says we should either agree/disagree with giving scholarships to people instead of arguing specifics (he agrees with Rafi, this is a good idea)
 - Reese says we shouldn't increase the ESS volunteer scholarship line, meaning we will either have to increase the COVID fund or add another line to the budget for other things



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- Devin wants to check in previous years budgets for how much of the scholarships budget we normally use from previous years (e.g. if we don't normally get a lot of scholarship applications and we don't "zero out" since not enough people are applying to the scholarships, we could put money into advertising these scholarships)
 - Chloe points out that she got over 30 applications for online webinars just by saying participants would get free patches, she thinks we will get many more than 30 when we are advertising several hundred dollars
 - Discussion called circular
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- Sam motions to increase COVID-19 fund to a total of \$15,000 (currently at \$7500)
 - Sally seconded
 - Discussion:
 - Scott says without properly checking the budget first and seeing what others' suggestions are, we should not increase this fund by this much. It is much safer and smarter to put a form out for suggestions for the January meeting so that we can make an informed decision later, when we know our actual surplus and not estimated surplus.
 - Sam says that if we are confident that we will get 30 applications, why not bump this number up to 60 (for example), especially since we don't have other suggestions for using the surplus
 - Rafi agrees that the COVID fund should be getting more money, but also agrees that we should make a more informed decision later and not right now. These first 30 students are a "test run" so that we can see how it goes.
 - Sameeha clarifies that we don't have a confirmed \$100K surplus and that we still haven't fully confirmed if the levy money is for the entire year or only summer+fall
 - This conversation will be tabled to Varia
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- Sameeha motions to move VP Philanthropic updates next since she has to leave soon
 - Muffy seconded
 - Votes: 34 for, 0 against

c. VP Philanthropic

- Eng Ball is officially dead for this year. That budget will go to \$0
- Fundraising will still continue happening and the money raised will still go to charity
- Charity patch auction for Movember went very well, raised \$1000
- Next event will be a cookie delivery (probably for Relay for Life) in early January
 - Sally wants an eng ball fashion show event for everyone who has already bought their eng ball attire. Sameeha will look into this

d. VP Social

- Among ESS has been going fantastically on weeks where it is advertised well
- Looking to set up an online GOAT (Go Out After T'Exams) event with Nursing



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- Sally suggests Gather Town where you have an avatar and can walk around online with other people. Muffy is down
- League of Legends tournament went well

e. VP Internal

- UOAC went well, 80+ contestants and 24 winners - biggest one ever!
 - Prize money hasn't been sent out yet but will be hopefully within the next week

f. VP External

- ESSCO FYIC went well, got really good feedback from all of the delegates. Merch should be coming soon by mail.
- ESSCO has an online store now selling patches. ESSCO Discord should be set up soon. AGM conference will now be called CALE (Conference on Advocacy and Leadership in Engineering)
- Looking for someone else from uOttawa to join the Student Leadership Credit working group, ask Chloe for more info!
- CFES CDE was last week, had great sessions about systemic racism, things we might not see, and inclusion
 - Sally Raad was head-delegate
 - Chloe thinks that for future years, whoever is in charge of EngiQueers should be head delegate for CDE
- CFES CELC is on January 8-9-10 AND 16-17. Applications will be out by Dec 4th, event will be online and ~\$10-\$20 per delegate
- Chloe wants to increase representation in engineering by starting a National Society of Black Engineers (NSBE) chapter at uOttawa
 - Most universities already have a chapter
 - uOttawa would need at least 10 active members of NSBE to start the chapter and needs at least a President, VP, Treasurer, Secretary, and advisor
 - If anyone wants to help/be involved please contact Chloe!!
- Also wants more Indigenous representation in Engineering
 - uOttawa could start a Canadian Indigenous Science and Engineering Society (caISES) chapter. Again, other universities across Canada already have this.
 - Need at least 3 members and an Advisor to start a chapter
 - Again contact Chloe to get involved and help start up these chapters
- Rafi left 12:19PM
- Conference delegates are going to send testimonials to be added to the website, this will happen soon
- Sally is trying to bring EngiQueers (EQ) back to uOttawa
 - Will meet with EQ Canada President and Ontario Director soon
 - Hopefully by next semester there will be a plan for EQ re-establishment



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- EQ is a safe space for LGBTQ+ and allies, EQ will accept everyone including from other non-eng faculties
- Zach says that Among ESS will continue running each week until people stop showing up
 - uOttawa eSports club will help get the word out for future tournaments, which will happen after finals
- Souleima left at 12:30 pm

g. VP Services

- Online store is up and running with shipping for patches only
 - Closes next week for the holidays and will reopen next semester
- Bought 64 sweaters and sold 40 in a week
- Still selling covies if you DM Laura

h. VP Communications

- Posting anything execs want advertised on social media
 - Keep sending Elise things that you want featured
- Planning to start using paid advertising on facebook for next semester
- Sally felt like UOEC wasn't communicated optimally this year, info wasn't well explained, etc
 - Elise appreciates the feedback, they tried to post all information that they were given but it's good to know that in the future they should post more

i. VP Academic

- Yoga night Dec 8th to wind down before finals
- 2 PEO speaker nights will happen next semester
- Put out a survey for how students are adapting to online learning
 - General consensus = students hate online learning
 - Brought this up to Vice-Dean of Academics. Working with him to improve quality of learning for next semester. Will likely put out another survey.
- Recommended modified pass/fail grading (similar to what Carleton has) in a letter to Jill Scott. Also calling for a reduced workload. Wanted this change to happen for this semester but this change is not very popular with admin and likely won't happen.
 - Modified pass/fail grading works by automatically converting a failed grade to a unsatisfactory grade
 - Also would have the option to change 1 letter grade to a pass/fail grade so that it won't affect students GPA
 - Survey in the next mail-out on why pass/fail would be beneficial, please fill this out and let UOSU know your opinions!



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- Industry night February 3rd
 - Need Presidents from all subassociations to ensure that their VP Academics are reaching out to companies for this

7. Subassociation Updates

a. MESS

- MESS is working on getting sponsors for designathon
- Working on uMarch patches and designs for next semester
- Started a discord with office hours to increase communication about events, etc
- Writing questions for MCG students for practice - specifically a "course bank" (not "test bank"). These are posted on MESS' website but protected by login with a password.
 - Students from other faculties may register for this if they want to
- MESS' budget has
- MESS levies were not included in last years audit
 - Scott had to audit all of last years finances to figure that out
 - Sam gave Ibrahim her speaking rights
 - Ibrahim says check was deposited after the audit period, so thats why it wasn't included
 - Check was received mid-April, but banks were closed so it could not be deposited. Ibrahim takes full responsibility for this.
 - Scott clarifies he wants to ask why MESS came asking for money before they regulated their finances, since they had \$800 in petty cash and this levy situation
 - Sam gave speaking rights to Sachi
 - Sachi checked bank account transactions and couldn't find the levies, didn't realize there was a check missing until the night following the last BoD. There were miscommunications between MESS executives which is why they didn't know about the petty cash.
 - Scott says this should have been reviewed and that a full audit should have been done before they asked for more money last BoD.
- Scott asks why this years budget says there is \$600 in their cash box but as of last year's budget, it says there should be \$800. Where did the \$200 go?
 - Sachi says that she counted the cash box, \$642 was the total
 - Scott says that this missing ~\$150 is very important to find. What is MESS going to do to clarify this?
 - Sam gave Zachary Flahaut speaking rights
 - Zach says that the "missing money" should have been deposited in the bank account
 - He will personally talk with last year's execs to find out what happens to this money. There will be an answer by next BoD.



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- Chloe says that MESS' budget is not very specific, e.g. \$ for an event but not specifically what the \$ was spent on. Wants to know how they will prevent this kind of "missing money" situation from happening in the future?
 - Sam says that this year's execs have been keeping track of their expenses in detail, however they will investigate last year's budget/execs to find out what happened
- José suggests that before accusing anyone of anything, MESS should double and triple check their accounts/receipts
 - MESS will do this
- Abi left at 1:02PM
- Scott says that MESS should be more financially transparent and suggests posting updated budgets online
 - Sam says this is currently happening
- Scott asks if MESS Escape Room was only for MCG students? How many people applied and how many were accepted?
 - Sam gave Zach speaking rights. Zach says that it was open to everyone since funding was from UOSU, of the participants 40% were from mech and 60% non-mech
 - Scott says that advertising was confusing, seemed that it was only for MCG students
 - Zach says that he will consider his wording for future events
- Scott asks what tier CVUO they applied for?
 - Zach says that they applied for highest "emerald" tier, applied for more money so that the event would be accessible to more students, but did not receive the extra money.
- Scott brings to attention that MESS constitution (especially article 14) is messed up. Campus Vibes and UOSU are not above ESS in terms of authority over MESS.
 - Although last years execs wrote this, Scott says this should be amended since it is not true
 - Scott wants MESS to do a full constitution review
 - Sam says they will look into doing this
- Julian reached out to MESS weeks ago saying that their minutes were not actual minutes but just the agenda, they have been updated but are not "detailed" as they are advertised to be. In the future they should be more detailed.
- Scott asks if VP academic ended up being impeached or if they left voluntarily?



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- Sam says the reason for his resignation is confidential. The impeachment didn't work but they gave him the option to resign and he took it.
- Sally gave Ibrahim speaking rights. Ibrahim wants to make it clear that the audit file submitted to ESS last year is the most up to date financial file. All of the other files are not accurate.
 - Chair suggests that the budget from that audit be put on the website for everyone to see. Sam says this is currently happening, will be up in the next few days.

b. ChESS

- Game night with MESS went really well
- ChESS will be updating their constitution soon, if there are any suggestions for changes to be made, please let José know
- Sam left. Sachi will be proxying for Sam as of 1:29PM

c. IEEE

- Madi speaking for Michal
- Recent panel went very well!
- Want to talk about potentially purchasing another zoom account so that there is not a 100 person limit (like there is on the ESS zoom)
- Scott says IEEE needs to put their budget online as well

d. CSCE

- Julian says that CSCE execs have not been to BoD since September
 - They also haven't made an attempt to fill any of their vacant positions
 - Chloe points out that CSCE still has 2019 execs on it
- Chair says that Rafi is supposed to be in charge of corralling subassociations.
 - Reese said she asked Rafi to do this and Rafi said that from the constitution, he thinks that if they have issues with ESS then they can come to him about it, but he is not in charge of them. Reese says when they do the constitution review she will make the wording more clear.

8. BoA Update

- 3 BoA reps now!:))
- Everyone has their committee assignments
 - Julian is on Executive Oversight, Services, and Student Life
 - Ibrahim is on Services
 - Chloe is on Services and Francophone
- Hosting a roundtable on Thursday night in ESS discord
 - Come to this to ask questions about UOSU/etc!



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- General Assembly went very well

9. Varia

- Future use of personal pronouns in minutes/agenda
 - Document on BoD Facebook if you wish to share your personal pronouns, but ONLY fill your own in
 - Chloe suggests adding "Role" on ESS discord for people to specify personal pronouns. Muffy will do this!
- Motion: Chloe - Increase (change?) CELC budget to \$100 as well as \$100 for CSE and \$100 for CALE (formerly AGM).
Second: Reese
Discussion:
Votes: 21 for, 0 against, Chloe notably abstains
 - Motion passes. Budget
- Sam's motion to increase COVID-19 fund to a total of \$15,000 (currently at \$7500)
 - Decided to hold off on this until we can make a more informed decision
- Scott says that there have been issues with scheduling with COOP, e.g. companies calling students at incorrect times and having them caught off guard
 - Scott has been in contact with people from NRC to see if this was uOttawa's mistake or their own
 - "I can fight anyone" -Scott Fulton, 2020
 - Scott wants to request a COOP representative email to be more professional when communicating with NRC, etc about issues such as this.
 - Chair says this is a good option
 - Also wants a form to go out to receive student feedback on COOP office this year
 - Chair suggests talking to Abi about this
- Sally wants COOP rep to become an exec position
 - Message Reese about this for constitution review

10. Adjournment

Motion: Chloe

Second: Sally

Discussion: N/A

Votes: 21 for, 0 against