

## **ESS Board of Directors Meeting Minutes - Comptes Rendus des Réunions de Conseil d'Administration de l'AÉG**

**Date:** Jan 28, 2024

**Link:** <https://meet.google.com/qfu-shwa-gwk>

### **1. Call to Order**

The meeting was called to order at 11:12 AM with Maya Benhamou as chair.

### **2. Land Acknowledgement - Reconnaissance des Terres**

We acknowledge that we gather, study, and work on the traditional, unceded territory of the Algonquin Anishinaabe People. We recognize and honor that we are not separate from this land; rather, we are an integral part of it. We understand that we are the water that we drink, we are the food that we eat, we are the air that we breathe, and we are the land we occupy.

We recognize and respect the deep understanding and practices of the Indigenous nations that have occupied these lands for countless generations. They have always known that what we put out into the world is a reflection of what we take from it, and they have lived in harmony with the land, water, and all living beings.

We commit to acknowledging the importance of Indigenous knowledge, culture, and history in our educational journey. We also pledge to engage in meaningful reconciliation efforts, striving to learn from and with the Indigenous communities whose land we inhabit.

We acknowledge the ongoing struggles faced by Indigenous Peoples and commit to being allies in the collective journey towards truth, healing, and reconciliation. May we walk this path with humility and respect, recognizing the profound interconnectedness of all life on this land.

### 3. Roll Call

#### **Present - Présent.e.s:**

- President - Mackenzie Conrad (she/her/elle)
- VP Finance - Domenick Mann (he/him/il)
- VP External - Ryan Goodwin (he/him/il)
- VP Academic - Markos Brown (he/him/il)
- VP Communications - Félicia Dionne (she/her/elle)
- VP Services - Ethan Tang (he/him/il)
- VP Social - Jason Gonzales (he/him/il)
- VP Philanthropic - Cristie Kwan (she/her/elle)
- IEEE - Juan Hiedra Primera (he/him/il)
- CSCE - Cristie Kwan (she/her/elle)
- CHESS - Lauren Coffin (elle/she/her)
- First Year:
  - Section A: Dakota Squires
  - Section E: James Travers
- Chemical Engineering Representatives:
  - 2nd Year: Mathieu Racicot
  - 4th + Year: Anna Schubert
- Computer Engineering Representatives:
  - 2nd Year: Eric Hagen
  - 3rd Year: Eric Eaton
- Mechanical Engineering Representatives:
- Biomedical Mechanical Engineering Representative:

- 2nd Year: Sonya Pastorek
- Civil Engineering Representatives:
  - 2nd Year: Aiden McCooeye
  - 4th + Year: Justin Beal
- Electrical Engineering Representatives:
  - 2nd Year: Hamed Tavakoli
  - 4th + Year: Muhammad “Owais” Tabassum
- Software Engineering Representatives:
- Co-Op Representatives:
  - Kathryn Basinger
- French Representatives:
  - 2nd Year: Katelyn Renaud
  - 4th + Year: Justin Brown

**Absent- Absent.e.s:**

- VP Equity - Nyah Wagner (she/her/elle)
- VP Internal - Sofia Ershova (she/her/elle)
- 3rd Year French: Carolina Gonzalez
- 3rd Year Software: Devon Knight
- MESS - Brunel Sontia (he/him/il)
- 4th + Year COMP: Jia Xuan Song
- 2nd Year: Umer

**4. Administrative Motions**

<b>Title:</b>	<b>Adoption of the Agenda</b>
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<b>Mover:</b>	Executive		
<b>Language:</b>	English		
<b>BIRT:</b>	The agenda be adopted.		
<b>Result:</b>	<b>Passes unanimously</b>		
<b>Discussion:</b>	<b>2 added points</b> <b>Dom wants to go earlier for updates</b>		

<b>Title:</b>	<b>Approval of November 2023 BOD Minutes</b>		
<b>Mover:</b>	Executive	<b>Second:</b>	
<b>Language:</b>	English		
<b>BIRT:</b>	The minutes of the November 2023 BOD be approved, as presented.		
<b>Result:</b>	<b>Passes unanimously</b>		
<b>Discussion:</b>			

## 5. Elections of Year Representatives (if needed)

- GNG 1105 B
  -
- GNG 1105 C
  -
- GNG 1105 D
  -
- GNG 1105 F
  -
- GNG 1105 G
  -
- GNG 1105 H
  -
- GNG 1505
  -
- SEG 2900
  -
- Chemical Engineering Representatives:
  - 3rd Year:

- Mechanical Engineering Representatives:
  - 3rd Year: Mark U.
  - 4th + Year:
- Biomedical Mechanical Engineering Representatives:
  - 3rd Year:
  - 4th + Year: Hazim (next BOD)
- Civil Engineering Representatives:
  - 3rd Year:
- Electrical Engineering Representatives:
  - 3rd Year:
- Software Engineering Representatives:
  - 2nd Year:
    -
  - 4th + Year:
    -

## 6. Executive Updates

President:

- Working on Constitution Review.
  - Even sometime this semester
  - Please show up
- Planned team bonding event. We had a holiday gift exchange!!!
- Working with Markos to figure out Wine and Cheese stuff. He'll update more on that.
- Lots of meetings.
  - Met with CFES president about the PM deficit. I was really worried for the meeting because the email where he booked it made it seem like he wanted us to pay it back or be put in bad standing. That's not the case though, I just need to write a letter explaining the situation we were in and doing the ask faculty and UOSU for money and show that they said no thing. Also, I don't want you to worry, but I want you aware of this. Duncan told me that BOD wants uOttawa banned from CEC because of this but he is fighting against it because it's not our fault. He wants this letter ASAP though to be able to present to the BOD so that they don't make that decision
  - Working on that letter.
- Taking over as head delegate for CSE.
- On Wednesday's we wear covies started. Hope everyone is participating.

#### VP Internal:

- At OEC, got everybody there and competing. Supporting our teams where I can. Won't know how our teams did until the evening of the day this meeting is happening, but good luck to our competitors! Been working with Dom (big shout out he's been working hard) to get delegate fees paid and bus secured. Unfortunately overshot the budget on delegate fees, will have to update that in a budget motion later. If anyone has any questions about any part of it please shoot me a message!
- Getting some NEM collabs in the works, Nanobrew, NSBE and a few others were interested in doing events with us so I'll be working on getting those organized.
- The sub association meeting turned into sub association 1-on-1s, met with Lauren this week and will meet with the other presidents/chairs this upcoming week
- Printer ink has been restocked but unfortunately our printer is being iffy. Last time I used it it worked for me, hopefully it stays that way.
- Office hours schedule has been made, it's up on our Instagram now. A few minor changes have been made (as in some officers pushed their hours by a half hour) but I think we should print the schedule and post it outside our office so people have it right there. Will try to remember to do that.

#### VP External:

- CELC (Canadian Engineering Leadership Conference) Happened - Its gonna be its own discussion item
- Almost done actuals for all conferences except CSE (it hasn't happened yet lol) well under budget for most of them, just adding up the last few stray bus fares/taxis to hotels.
- CALE Happening this weekend, on the delegate side, all is standard, but we had less applications then we budgeted for so saved a bit of money there. On the conference side, I think someone else will explain about volunteering but if nobody does I can make a blurb on the spot real quick.
  - Thursday to Sunday at uOttawa. Gonna need help throughout the conference with setting up stuff and serving food. You will probably get food (and a patch?). Can sit in on sessions. Will post in discord.
- Goal for the rest of the semester as conferences are almost done for the year is lay the groundwork to rework the selection committee into the external committee, adding additional things to make the role more attractive such as being a pool to choose head delegates from for conferences without a general assembly, as most other Ontario schools those the VPX usually only goes to the ones with GAs. Gonna try to model it off the TMUs External Comittee
- Kenzie will be taking over as head delegate for CSE

#### VP Finance:

- [https://docs.google.com/document/d/1B6RLWxYSOdFXRunH\\_cFqqdzpZKTwyjpuxqDP0naHnYs/edit#heading=h.wz0cnbuny11w](https://docs.google.com/document/d/1B6RLWxYSOdFXRunH_cFqqdzpZKTwyjpuxqDP0naHnYs/edit#heading=h.wz0cnbuny11w)

#### VP Philanthropic:

- Eng Ball : if u know u know
- We made 1.7k to donate and hoping everyone had a great weekend
- Finished all actuals so eng ball is officially done
- Need to figure out iron ring before I confirm bug push but still in contact with TMU and helping out

#### VP Social:

- Met with faculty about adding some ENG murals in the tunnels. They LOVED it but aren't confident the facilities people will allow it in the tunnels since they're technically a "public space" and other faculties could eat mad?? (like science) SO it might get moved to CBY murals and purple room murals. The goal is to get all the approvals this semester into summer and launch this in the end of summer/fall this year!
- Planning DUSTED - Patch and venue designed and being reached out to now for date between 1 month and 2 months out
- Last DUSTED patches are in, just thinking of a good ways to tell the masses to come pick them up and verify that they actually did come to DUSTED

#### VP Communications:

- mailout will be coming as soon as I get UOSU mailing list!
- looked into ways to get more publicity out, the comms team will be printing flyers in STEM, CBY and SITE to reach more people
- everything else is smooth, no big changes from the usual

#### VP Academic:

- Academic survey (call to action) (Thank you BOD members)
  - Have sub associations host "welcome to university" workshops in A04 to present learning tips, department-specific hints wink wink and explain course sequences (especially for classes that students may not feel is relevant to their studies....im looking at you calc II)
  - Record lectures and provide supplemental course content

- Add a section in the syllabus mentioning that the lowest (quiz, homework, etc.) grade will be removed from the students' grade
- Adding a focus on projects in non-project based courses → help to better involve students in course content and hopefully aid in their overall comprehension
- Field trips?
- Continue work with co-op improvement
- Biomech needs more BIO (-medical and/or -ological content )
- Students should not need to pay additional costs to attend a class that they already pay for. The practice of using third party platforms as a way of making money off students is unforgivable and unacceptable.
- Wine and Cheese (...big oof)
  - Faculty is unwilling to put more than 9000\$ for the both Wine and Cheese's - significantly less than in prior years. They proposed combining Winter and Fall Wine and Cheese into one event ... I was quite against that
  - To supplement the difference I am considering; switching to a ticket-based event, changing the venue, applying to EEF (even though they said they are no longer funding Wine and Cheese). Gotta meet with the Faculty again to figure out our game plan. Wish me luck!
- Field trip
  - Lol gonna fulfill my mandate with field trips, stay tuned
- Side notes
  - EROP (Engineering Research Opportunity Program)
  - Program specific support (BioTech, Phys Elec, BioMech)
  - Adding minors and microprograms
  - Extracurricular course & GNG 1106

#### VP Equity:

- Pet Therapy (Mental Health Event X2)
  - Went well
  - Lots of students
- Equity Committee meeting - Jan 16
- Updates from EWB, NSBE, WIE + EQ
- Equity report for Fall being sent for the website
- Class presentation TBD
- Proxy the University of Ottawa Student Union Equity Round Table
  - Waiting to hear from the new UOSU Equity person...
- Book Club registration open
  - Please join and encourage people to join



- ESS X ISA
  - Email sent early Jan, sending a follow up email
  - No response as of now
- ESS X Penny Drops on the way
- Financial Literacy course
  - Will most likely try for one a month until the end of the semester depending on participation.
- Patches on the way
  - gaslight gatekeep girlboss
  - Colab with WIE
  - Kenzie: are the patches normal or charity?
  - Nyah: What's the difference?
  - Kenzie: charity patches proceeds go to charity
  - Nyah: I'd love that! I can find a charity that would be suitable.
- Meeting with Sharleen from Hors Pair Social for potential NSBE collab
- Social at The Charlotte
  - Networking (similar to Wine and Cheese vibes)
- Meeting with Biatris for Ottawa Social Girls Club for potential WIE collab (Diversity Event x2)
- Pottery event
- Yoga Class during Midterms (Candlelit Yin) - (Mental Health Event X2)
  - On Campus
  - Evening Meditation
  - Teacher found
  - Date TBD
- Sage sponsorship TBD
- Invitation to joining the Faculty of Engineering EDI Advisory Committee (Jan 26)
  - Will be a student representative
  - Anything y'all want me to mention?
- Invitation from (Sharleen) Ingenium Foundation Team to the launch of the Black and African Canadian Scientific and Technological Innovations Fellowship at the Ingenium Centre.
  - Said I'd be representing ESS (all good? )
  - Taking Markos as my +1 (NSBE co-president)

## VP Services:

- Lockers are being rented, I will be posting lock cutting next week. I'm considering looking into moving to an online system like SSA but that would be something for next year's services to consider but I'm trying to see what options we have
- T-shirts came in and stock is up, just working with social media for taking photos and then it will go live online and story on IG
- Leather jackets are in! The last invoice was paid this week, some people still need to pick up the leathers and reminders will be sent out (shoutout to everyone who helped get everyone their jackets and updated my little spreadsheet)
- Patch sewing night on Monday was a bit slow but hopefully we can get more people involved as time goes on
- Wednesdays we wear covies! Coverall sales are up, engineering culture is also up! Many people have come by to ask about our patches and to learn more about ESS
- WWWC patches being shipped right now!!!
  -

## 7. Subassociation Updates

### a. MESS

- i. getting new merch this month or next.
- ii. we will have an industry night for BMEs only soon.
- iii. another pub night soon.
- iv. we also are working on filling in non vp positions. Form out soon

### b. CHESS

- i. AGM held 2024-01-15
- ii. Currently planning Winter academic event, proposal to be sent to CSChE to receive student grant.
- iii. Team bonding coming up.
- iv. Planning to reinstate office hours, VPs currently completing required training for office access.
- v. Stickers & sweaters coming soon!



- i. Planned for troitsky
- ii. We are sending 6 delegates and booking transportation this week

- i. New VP External and Social elected
- ii. Organizing some social and study events for the winter term
- iii. Constitution (almost) finally ratified through Student Branch side
- iv. Our WIE team is collaborating with HtH for "HackHers" this weekend

- RSG code workshop. Putting in a RSG policy to better structure them.
- Investment policy.
- CO-OP feedback form. Any questions?

## 10. Motions from the Executive

<b>Title:</b>	<b>Motion to update the budget</b>																																														
<b>Mover:</b>	<b>President</b>	<b>Seconders:</b>	<b>Domenick</b>																																												
<b>Language:</b>	English																																														
<b>Whereas:</b>	Motion to change the budget line for delegate fees to OEC.																																														
<b>BIRT:</b>	<p>Currently standing at \$6000 spending, change to reflect the actuals spent as attached, plus a revenue of \$350 to reflect CSSA covering their delegate.</p> <table border="1"> <thead> <tr> <th>QUANTITY</th><th>DESCRIPTION</th><th>UNIT PRICE</th><th>TOTAL</th></tr> </thead> <tbody> <tr> <td>17</td><td>Delegates Attending</td><td>\$350.00</td><td>\$5950.00</td></tr> <tr> <td>1</td><td>Observers Attending</td><td>\$450.00</td><td>\$450.00</td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td>SUBTOTAL</td><td></td><td>\$6400.00</td></tr> <tr> <td></td><td>SALES TAX</td><td></td><td>\$832.00</td></tr> <tr> <td></td><td>TOTAL DUE</td><td></td><td>\$7232.00</td></tr> </tbody> </table>			QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL	17	Delegates Attending	\$350.00	\$5950.00	1	Observers Attending	\$450.00	\$450.00																						SUBTOTAL		\$6400.00		SALES TAX		\$832.00		TOTAL DUE		\$7232.00
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<b>Title:</b>	<b>Motion to update the budget</b>
<b>Result:</b>	<b>Passes unanimously</b>
<b>Discussion:</b>	

## 11. Varia

→ Celc Debrief from Ryan

◆ Motion to go in camera - Seconded by Domenick

- Discussion

- In camera, to clarify is that no minutes will be taken. Needs two thirds majority to occur.
- Eric E: meeting minutes can be useful
- Ryan: Yes but i will explain once we are in it
- Mack: In camera, is to not have the entire school reading about it
- For - 18
- Against - 0
- Abstain - 2, VP Social notable

◆ Motion to go back out of camera - Seconder Mackenzie

- For - 20
- Against - 0
- Abstain - 0

→ Academic Report for this semester - Chair

◆ Talked to Markos. Gonna be pushing your mandate, following the guidelines of the academic survey. TALK TO YOUR CLASSMATES.  
Maya will send something out soon seeing if you know of any problems in your year.

◆ Markos will have to read all this MWAHAHAHA



# ESS-AÉG

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

- ◆ Markos: Sub association prez's please do more as well. People miss you. Step up. Honestly the school doesn't have much either, so we gotta do our best!

→ UO Rocketry - Eric E.

- ◆ Pub night next Saturday
- ◆ WIE & Hack the Hill are doing HackHers this weekend
  - MORE girls & gender divers than guys
- ◆ Join teams!!!
  - BAJA SAE (offroad cars club (look on JMTS website)) is looking for electrical engineers. Looks great on your resume!

→ Iron pin - Mackenzie

- ◆ Smt UBC started a while back. Most schools are bringing it up
- ◆ Not as culty as iron ring
- ◆ First year students get an iron pin that they get to wear throughout the degree
- ◆ Wouldn't do this year, most likely next year's execs
- ◆ Maybe start a committee to start planning

→ Co-op update - Ryn

- ◆ Justin Brown working to change Co-op. Co-op is not accessible as you need to follow your course sequence (6 courses is not accessible), gonna look into this further.

→ Make BOD fun - Mackenzie

- ◆ Some schools, have a half time show for AGM, like 2 execs getting fake married
- ◆ Otis costume vs GeeGee costume having a wrestling
- ◆ Silly motions! (not long 3-5 minutes)
  - Mascot for ESSCO is Paul the Pineapple, one motion put out was embracing Paul the Pineapple. It was just the pres patting him
  - Every time a motion passes we do the wave



**ESS-AÉG**  
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- ◆ AGM is long and tedious, therefore we wanna make it fun. You have to be there, but it's open to everyone in the school as well.
- ◆ Have a little "buffalo" if someone messes up Robert's Rules
- ◆ Replaces March BOD, IE end of March.

## 12. Notice of Motions

## 13. Adjournment

<b>Title:</b>	Adjournment		
<b>Mover:</b>	Executive	<b>Second:</b>	Mackenzie
<b>Language:</b>	English		
<b>BIRT:</b>	The agenda be adjourned at 12:59 PM		
<b>Result:</b>	Passes unanimously		
<b>Discussion:</b>			

## 14. Next Meeting

The next meeting of the BOD will be March 3rd at 11:00 am.