MINUTES

Date: Wednesday September 11th, 2013 – 5pm ATCO Design Lab

Attendance: Cecilia Gee (President), Nicholas Adamski (Eng Phys), James Finlay (Computer), Adam Manfrin (VP Student Life), Keita Hill (Civil), Sarah-Jane Laxdal (Mech E), Abdullah Hamid (SU Councillor), Braiden Redman (SU Councillor), Andrea Buchfink (Chemical), Curtis Ness (Materials), Alysha Hudson (Materials), Arthur Marshall (Petroleum), Connor Harper (Office of the Dean)

Regrets: VP Finance, VP Internal, VP External, First Year Representative, Mining, Electrical

1. Approval of the Agenda
   a. Motion by ChE, Seconded by Mech E. Passed

2. Approval of the Minutes
   a. Previous year not necessary

3. Introductions

4. Reports
   a. President
      i. Presented ESS Summer Retreat
      ii. Organized Orientation 2013 presentation, procured and delivered handbooks
      iii. Taking on External portfolio – organized CEA mixer for Sept 17th, attended SU AWG meeting September 4th
   b. VP Finance (Absent)
      i. Budget for AGM being finalized
      ii. Auditor contacted and working on audit for 2013-2014 financial year
      iii. FAMF budget will be asked for soon and distributed accordingly after budget passes
   c. VP External Relations (Absent)
   d. VP Student Life
      i. Headshave moved to November 29th to SUBStage to promote attendance and publicity
      ii. Geer Week Battle of the Bands may have been moved to Wednesday/Thursday to coordinate events with WEC 2014
      iii. Country Crusade is being changed to mystery bar in Edmonton, September 27th
   e. VP Internal Affairs (Absent)
      i. Initial engg paper missed by Burke Group
      ii. President ordered both blue and purple engg paper
      iii. Blue paper available to clubs to buy $100/pad
   f. Mechanical Engineering Club
      i. Office cleaning
      ii. Recruitment
      iii. Career Forum
      iv. 2nd year sundaes in the works
   g. Civil Engineering Club
   h. Petroleum Engineering Club
i. September 19th BBQ
ii. Increasing involvement.

i. Mining Engineering Club (Absent)
j. Electrical Engineering Club (Absent)
k. Engineering Physics Club
   i. AGM September 17th
l. Computer Engineering Club
   i. AGM September 17th
   ii. Coding competition Wednesday, talking with Microsoft

m. Chemical Engineering Club
   i. AGM Tomorrow
   ii. ChemE/MechE night Friday
   iii. Painted office
   iv. Participated with CME 200 for second years new to discipline

n. Materials Engineering Club
   i. AGM Tomorrow. Looking for Room for AGM
   ii. Questions regarding funding of international engineering competition.

o. First Year Engineering Club (Absent)
   i. First year elections End of September

p. SU Councillors
   i. By Elections for SU (2/4 vacancies) and GFC (4/4 vacancies)
   ii. Polling Stations on Mayoral Elections around campus, students wanted to maintain the
      stations, position is compensated and with training
   iii. Several SU Bylaws under review, open to students for proposed changes
   iv. Contact bredman@ualberta.ca for SU lobbying

q. Faculty
   i. Room booking: Central controlled (ETT) or Faculty controlled (Connor) – Faculty
      controlled rooms would be ATCO/Colt Design lab and Solarium (with application form)
   ii. Hallway noise – several complaints received. If noise doesn’t die by end of month power
      may be cut to clubs rooms
   iii. Club Presidents and ESS Sr Exec get access to ETLC after hours after sending in 13 digit
      student ID to Connor Harper
   iv. Undergraduate Student Staff Committee for teaching awards, 1 representative per club.

5. Old Items
6. New Items
   a. ChESS ESAF Proposal
      i. President tables ESAF proposal to next meeting, Seconded by MecE, passes unanimously
   b. Wanted: BoD Chair and Executive Assistant
   c. Caitlin will send out information regarding FAMF.

7. Announcements
   a. WESST Retreat Oct 17-20
      i. Vancouver
8. Next Meeting
   a. Doodle.
9. Adjournment
   i. Motion by EnPhys, seconded by MecE