### Attendance:

<table>
<thead>
<tr>
<th>Position</th>
<th>Votes (/32)</th>
<th>Name</th>
<th>Present/Absent/Proxy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemical Engineering Club President</td>
<td>3</td>
<td>Rabia</td>
<td>Absent</td>
</tr>
<tr>
<td>Civil &amp; Environmental Engineering Club President</td>
<td>4</td>
<td>Dimple Ji</td>
<td>Present</td>
</tr>
<tr>
<td>Computer Engineering Club President</td>
<td>1</td>
<td>Brittany Lamorie</td>
<td>Present</td>
</tr>
<tr>
<td>Electrical Engineering Club President</td>
<td>3</td>
<td>Sam Zarft</td>
<td>Present</td>
</tr>
<tr>
<td>Engineering Physics Club President</td>
<td>1</td>
<td>Nick Anderson</td>
<td>Present</td>
</tr>
<tr>
<td>First Year Engineering Club President</td>
<td>5</td>
<td>Nick Seniuk</td>
<td>Present</td>
</tr>
<tr>
<td>Materials Engineering Club President</td>
<td>1</td>
<td>Matt Lomas</td>
<td>Present</td>
</tr>
<tr>
<td>Mechanical Engineering Club President</td>
<td>5</td>
<td>Brooks Atley</td>
<td>Late</td>
</tr>
<tr>
<td>Mining Engineering Club President</td>
<td>1</td>
<td>Matt Ready</td>
<td>Absent</td>
</tr>
<tr>
<td>Petroleum Engineering Club President</td>
<td>2</td>
<td>Rachel Ramkhelawan</td>
<td>Present</td>
</tr>
<tr>
<td>President</td>
<td>1</td>
<td>Sarah Elder</td>
<td>Present</td>
</tr>
<tr>
<td>VP External Relations</td>
<td>1</td>
<td>Josh Goselwitz</td>
<td>Present</td>
</tr>
<tr>
<td>VP Finance</td>
<td>1</td>
<td>Karina Sapelnikova</td>
<td>Present</td>
</tr>
<tr>
<td>VP Internal Affairs</td>
<td>1</td>
<td>Aksana Engel</td>
<td>Present</td>
</tr>
<tr>
<td>VP Services</td>
<td>1</td>
<td>Sush Karunakaran</td>
<td>Present</td>
</tr>
<tr>
<td>VP Student Life</td>
<td>1</td>
<td>Liza Kharlova</td>
<td>Present</td>
</tr>
<tr>
<td>Faculty</td>
<td></td>
<td>Connor Harper</td>
<td>Absent</td>
</tr>
<tr>
<td>Engineering Counselor</td>
<td></td>
<td>Tom Patrick</td>
<td>Late</td>
</tr>
<tr>
<td>Guest</td>
<td></td>
<td>Kabir Nadkarni</td>
<td></td>
</tr>
<tr>
<td>Guest</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Agenda Items

1. Approval of the agenda
   - a. Approved

2. Introduction to BoD (Brief review)
   - a. Round table intros
   - b. Introduction of the roles and responsibilities
   - c. Review of goals/purpose
   - d. Documentation organization
     - i. Detailed minutes, items should include several points of importance before the meeting starts
     - ii. Emails will be sent out when meeting minutes are available
     - iii. Supporting documentation found in separate folder

3. Ratification of Unofficial Numbers
   - a. See attached document
   - b. Vote: Unanimous
   - c. Notes:
     - i. ~900 first years because external reasons
     - ii. Down 10-20%
4. Selection of a Chair
   a. Only one submission - Vadim
   b. Vote: EE abstains
   c. Note:
      i. Only Fall, second person for winter (Brian)
5. ESAF Presentation - ISES 2015 - Sarah and Kabir
   a. Notes:
      i. International Student Energy Summit 2015
         1. Connecting the Unconnected
      ii. Starting a Student Energy Chapter at U of A
      iii. See Sarah and/or Kabir
6. Report - President
   a. CFES Presidents’ Meeting
      i. Vancouver this weekend
   b. AGM
      i. All constitutional changes passed
      ii. Budget passed with one change, Exec retreat cost changed from $750 to $450,
         the $300 was reallocated to sports which became $400/semester.
      iii. Decent turnout
         1. More advertising
      iv. Pizza error
      v. Volunteer recruitment
   c. Changes to the Code of Student Behaviour
      i. Only the changes in quotations have been added. Everything else in red was an
         explanation.
         1. This text was added to provide an explanation for things that could be
            considered under this clause if they are the source of a distraction.
   d. Room Bookings
      i. Solarium, Atco, and Colt, email Connor
         1. He will do his best to send confirmation emails
         2. Where to find
            a. ICE
         3. COMP E Conner Tracker
      ii. Everything else, RO Central booking
         1. You must be visible on your Bearsden page to book a room
   e. Event Organizer Training
      i. They will not host one in ETLC
   f. Engg Expo
      i. Saturday, September 26th
      ii. Please volunteer! (Speak to Mr. Harper)
   g. Student Group Registration (Pending Constitution approval)
      i. Re-response
   h. Calendars
      i. Please use calendars to keep each other and students aware of events (tentative
         and scheduled)
7. Report - External
   a. WESST AGM Retreat
      i. Delegation selected and registered.
         1. Dimple Ji, Nick Seniuk, and Emmanuel Freddy
      ii. Leaving Thurs 24 (Regina)
   b. CDE
      i. 14 applications received so far
      ii. Applications close September 29th at noon
   c. Career Fair
      i. Emmanuel and Meg had their second meeting with Connor and Stacey. Early bird registration is set for mid-October with regular registration set for mid-November. Branding is in the development stages and logistical work has started.
   d. First Year Relations
      i. FYEC executives were elected last week. Sarah, Arden and I have already met with Nick.

8. Report - Finance
   a. FAMF Review
      i. See attached documentation, review the 2010 proposal
      ii. Similar document will be drafted and presented at next BoD
      iii. Allocation of FAMF fees
           1. Reallocation $0.10 from First Year Orientation
           2. Reallocating $0.30 from the Bridge
           3. Potentially using this money for
              a. other existing sections of FAMF
              b. Bandanas for First Years
              c. Department of Services
                 i. New Portfolio
                 ii. Support with Funding
      iv. Comments:
           1. Sush-How much?
              a. See Agenda
              b. $0.40 per student
           2. How much from the Bridge
              a. All of the money from the bridge
              b. 4 dollars per copy
              c. Don’t print too many
              d. Available at front desk
           3. Save for Senior Exec meeting
   b. ESGF Committee (See attached policy)
      i. ESGF Committee has $8,208 in funds collected from 2012-2013 FAMF
      ii. Policy Manual states the committee is to meet at least once per academic year
9. Report - Internal
   a. The Bridge
      i. First edition has been published
      ii. Comments:
          1. How many copies to print for next year
          2. What was different
          3. Anyway to reduce cost?
          4. Setup fee
   b. Seeking AVP Operations and AVP Outreach for the Winter semester
10. Report - Services
    a. No report submitted
    b. Halloween discussion needed
       i. All VP socials
11. Report - Student Life
    a. Social Council
       i. Meeting is going to be next week
       ii. Council will discuss creating a Halloween activity with VP Services
    b. Community Volunteering
       i. Coming up on September 26th
          1. Applications arrived
    c. Engineering Carnival
       i. Carnival went well, thanks for participating
       ii. Feedback
12. Report - Faculty
    a. No report submitted
13. Report - Clubs
    a. CivE
       i. Photo service
          1. 30 shots w/editing
          2. Professional shots
    b. CompE
       i. Talked to Asha for EngExpo
          1. Looking for volunteers
          2. Department is looking to get more involved
          3. CompE event
             a. Advertising for Oct
    c. ChemE
       i. ABSENT
    d. EE
       i. Sponsorship Packages Questions
          1. General sponsorship package
             a. See Agenda
    e. EngPhys
       i. Nothing to report
f. FYEC
   i. Executive has been elected. Will meet soon and get to work
   ii. Congrats!
   iii. Halloween Activity
       1. First Time
   iv. Comments:
       1. Need Contact Info

g. MatE
   i. Nothing to Report

h. MinE
   i. ABSENT

i. MecE
   i. ABSENT

j. PetE
   i. First Year BBQ Thurs 24th Emily Murphy Park
      1. Sign up on the door
      2. Deadline Wednesday
      3. Adding to Calendar
   ii. Social Night
      1. First Monday of every month
      2. Looking for sponsors
   iii. TED Talks
   iv. Games or Movie Night
      1. EE has one already

14. Academic and Social Councils
   a. EUEF and more meetings

15. Sensitivity Training (Action)
   a. Date selection
      i. Discussion
         1. 1h Tuesdays 5PM
            a. October
               i. 13th
                  1. Pre-midterms
               ii. 20th
                  1. Pet E can’t
               iii. 27th
         ii. Decision
            1. 13th of October 5PM
            2. Open to other exec
   b. Discussion on adding sensitivity training to the policy manual as an annual requirement for BoD members
      i. Tabled
16. BoD Schedule for remainder of semester
   a. Link to schedule
      i. Tuesday
         1. ChESS
            a. Overlapping time slot?
         2. October 6th
         3. November 3rd
         4. December 1st
   b. Doodle of availability
   c. First meet in January
      i. Tues January 12th 2016
         1. Schedule rest of BoD then

17. Open committee positions
   a. ESAF Committee (Discussion)
      i. ESAF Committee or discuss ESAF at BoD
         1. Policy needs review
         2. Second meeting
      ii. Motion to strike ESAF Committee
          1. 5 Person minimum meet monthly
          2. VP finance(Chair), 1 senior exec 3 other BoD members
          3. Rotating members
             a. Not necessarily the best
             b. Not organized
             c. Amend,
                i. Minimum 5 people there, not mandatory for 5 exec
                   ii. VP finance mandatory
          4. Formalizing into policy by next BoD
          5. ESAF will report to BoD
      iii. Vote:
          1. VP Finance Against
          2. Passed
          3. Congrats VP Finance!
   b. Dean Selection Committee
      i. See attached document, must be able to make all dates
      ii. New Dean must be elected
      iii. Selection by the end of the week
          1. Must be available for all meetings
      iv. See Sarah
   c. ESGF( Engineering Students Group Fund)
      i. Two members of BoD, excluding the VP Finance are required to sit on the committee
         1. Meets every academic year
         2. What does the committee do?
            a. Organize FAMF for groups and accept proposals
         3. Rachel
         4. Brittany
ii. Two engineering students appointed by the board of directors that are neither members of the ESS executive nor of the BoD are required to sit on the committee
   1. Please let anyone you know who might be interested to watch for an application in EnggLink

18. Review of the Action Item Table
   a. Club meetings into Calendar
      i. Next BoD

19. Review next meeting date/BoD Schedule
   a. See pint 16

20. Dismissal
   a. Motion to dismiss
      i. Brittany
         1. Seconded by Nick