



ENGINEERING STUDENTS' SOCIETY

Board of Directors

Date:

Start time:

Location:

Attendance:

Position	Votes (/[total])	Name	Present/Absent/Proxy
Chemical Engineering Club President		Rabia	
Civil & Environmental Engineering Club President		Dimple Ji	
Computer Engineering Club President		Brittany Lamorie	
Electrical Engineering Club President		Nick Zarft	
Engineering Physics Club President		Sam Anderson	
First Year Engineering Club President		Unelected	
Materials Engineering Club President		Matt Lomas	
Mechanical Engineering Club President		Brooks Atley	
Mining Engineering Club President		Matt Ready	
Petroleum Engineering Club President		Rachel Ramkhelawan	
President	1	Sarah Elder	
VP External Relations	1	Josh Goselwitz	
VP Finance	1	Karina Sapelnikova	
VP Internal Affairs	1	Aksana Engel	
VP Services	1	Sush Karunakaran	
VP Student Life	1	Liza Kharlova	
Faculty		Connor Harper	
Guest		Jason Wang	
Guest		Vadim Uritsky	

Agenda Items

1. Approval of the agenda
 - a. Unanimous approval
2. Introduction to BoD
 - 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. Report - President
 - a. Calendars
 - i. Please use calendars to keep each other and students aware of events (tentative and scheduled)
 - b. Effective Meetings
 - i. **Want the minutes to be long and the meetings to be short**
 - c. Constitution Change
 - i. Constitutional changes will be presented at the AGM later this month



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- d. Event Organizer Training
 - i. Mandatory for anyone planning an event
 - ii. Make sure you're registered as a student group
- e. Engg Expo
 - i. Saturday, September 26th
 - ii. Please volunteer! (Speak to Mr. Harper)
- f. Student Group Registration (Pending Constitution approval)
- 4. Report - External
 - a. Sponsorship Package solicited \$1,250 as of today
 - b. Handbook created on time and available for pick up
 - c. Scout discount cards instead of Geer Card
 - i. \$10, portion of money goes to ESS
 - ii. 100's of discounts for students
 - iii. Very positive sales response to date
 - d. Career Fair January 13th and 14th in Solarium
 - i. How to Wow sessions hosted by Engineering Employment Centre
 - e. Consulting Engineers of Alberta (CEA) Student Mixer
 - i. September 16th, 5-8PM, all welcome
 - f. Conference Applications
 - i. Western Engineering Students' Societies Team (WESST) AGM Retreat (October 1st-4th) and Conference on Diversity in Engineering (November 13th-15th) available next week
- 5. Report - Finance
 - a. None
- 6. Report - Internal
 - a. The Bridge
 - i. Published monthly starting next week, print, and online
 - ii. Submissions welcome
 - b. Website Update
 - i. In process of redesigning website (Launch in November)
 - ii. Will include more features such as ESAF blog, scholarship bank, etc.
 - iii. More user friendly
 - c. Operations
 - i. Attempting to integrate credit card system in store (Possibly square reader)
- 7. Report - Services
 - a. Brand new department
 - b. Academic Goals
 - i. Cohesion between various advocacy activities, holding Department Associations and ESS accountable
 - ii. More communication with students on their feelings about quality of education
 - c. Health and Wellness
 - i. Focus on one event and one program per month
 - ii. Liaising with U Wellness Services to maintain physical and mental health
 - d. Mentorship
 - i. Student-Student mentorship (1st/2nd years paired with 3rd+ year students)



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- ii. Professional-Student mentorship with EEC
 - iii. Clarify what information mentors should communicate
- 8. Report - Student Life
 - a. Engineering Carnival
 - i. September 10th-11th, Engineering Quad
 - b. Community Volunteering
 - i. Biweekly program starting at the end of September
 - ii. Anyone can join volunteering for different charity organizations
 - iii. Asking clubs to bring people to help spread the initiative
 - c. Event Organizer Training (EOT)
 - i. Looking to set up an EOT session with Student Group Services for engineering
 - ii. One EOT/ non alcoholic event, 2 people with EOT for drinking events
 - iii. Training dates can be found on SGS, full for the next few weeks
- 9. Report - Faculty
 - a. Faculty for the most part moved to ICE
 - b. New Dean, New Associate Dean Research/Planning, New Position for International Planning
 - c. Dr. Steve Dew is now Provost
 - d. Student Services has amalgamated from all the departments together
 - e. Do not send multiple emails - they will be read LATER
 - f. Fred Pheasey Commons booking will be available in the near future for only engineering students - Connor will be the contact; most student events will still be in the Solarium
 - g. CME - ETLC Pedway under asbestos abatement, completion date currently unknown
 - h. Be clear what you ask for - Donations and Sponsorships are different and have potential conflicts with Revenue Canada
 - i. Make companies aware you may only issue a business receipt
- 10. Report - Clubs
 - a. MatE Matt - Problem with faculty moving, no program elective list out yet. Anyone, else have this problem? No.
 - i. Have emailed Heather Green, no response
 - ii. List exists in calendar but information does not correlate
 - iii. Advice: email associate chair undergrad
 - b. CompE
 - i. ECE working on ECE week - last week of January (25th-29th). Main goal to show off ECE to first years as they have been having low registration. Also to demonstrate different job opportunities
 - ii. Setting up an event between other schools - inter-school hackathon
 - iii. High School presentations on First Year, University, and all the disciplines
 - 1. Run presentations by Faculty first
 - 2. There may be faculty opportunity for students to do high school outreach
 - 3. Mining does "Mining For Schools" will put CompE in contact with them
 - iv. CompE will merge calendar with ESS
 - v. Due to many recent grads, will host monthly open meetings similar to BoD
 - vi. Will start a volunteer list at volunteer.compe.ca?
 - c. CivE
 - i. **New group "Bridges..."**



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- d. EngPhys
 - i. Revamping EngPhys to be more inclusive
 - ii. Doubled seating space in clubroom
 - iii. Created junior executive positions
 - iv. Revamping website, adding information on EngPhys careers
 - v. AGM coming up soon
- e. EE
 - i. Working with CompE/EP
- f. SPE/PetE
 - i. Meeting at the end of September (conference)
- g. MinE
 - i. Getting MinE back into the game
 - ii. New foosball table, will have a tournament (possibly with other clubs)
 - iii. MinE games in Feb
- 11. Choose a Chair
 - a. Submissions will open this week and be advertised for one week
 - b. Potential candidates will have the chance to meet with President/sit in on a Sr. Exec meeting to get experience
 - c. BoD will vote on candidates before the second September meeting when the FY President is present
- 12. Review of the Budget
 - a. Presentation of the draft budget to be passed at the AGM
- 13. AGM Agenda Approval
 - a. [Tentative AGM Agenda](#)
 - b. Will finalize order outside of BoD
 - c. Unanimous approval
- 14. Academic and Social Councils
 - a. Will provide space for AVP Academic and Social to come together - stay aware and work together
- 15. Changes to the Code of Student Behaviour
 - a. 30.3.4
 - b. Should not be a concern, the goal of this code change is not directed towards people being quiet and rather directed at students distracting the class
 - c. Complaints would go to the faculty teaching the class
 - d. Will look into the governance this passed through
- 16. ESS Executives attending club meetings
 - a. Monitor advocacy and discipline engagement
 - b. ESS Meetings Calendar
 - i. Sr. Exec, BoD, Department, Division, Club meetings
 - ii. If meetings are added to this calendar, they will be treated as an open invitation to Execs. Please notify if you would prefer meetings to be just for your club.
- 17. Movie night at the end of the year/ Year of the GEER
 - a. Clubs are in for movie night at the end of the year!!!!
- 18. Sensitivity Training (Action)



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- a. As per sanctions imposed on the ESS last year, all ESS Sr. Executives and BoD members must complete Sensitivity Training. This will be a one (1) hour course hosted by someone from the Human Rights department at the U of A and is MANDATORY.
 - i. Will send out Doodle to pick a time
 - ii. Co-Presidents will also have to undergo training - another session will be set up later in the year
 - b. **(Tabled)** Discussion on adding sensitivity training to the policy manual as an annual requirement for BoD members
19. Open committee positions
- a. VPX to sext conference application and committee dates by the next BoD meeting later in September
 - b. Chief Returning Officer/Deputy Returning Officer Selection Committee (Called by October 15th)
 - i. Three (3) BoD Members
 1. Sarah Elder
 2. Rachel
 3. Josh
 - c. Canadian Federation of Engineering Students' Congress Selection Committee
 - i. VPX
 - ii. President
 - iii. (1) BoD Officer not applying to attend
 1. Brittany Lamorie
 - iv. (1) Faculty Rep
 1. Connor/Torrey
 - v. (1) Student at large not applying to attend
 - d. ESAF Committee (Discussion) - **(Tabled)**
20. Review of the [Action Item Table](#)
21. Review next meeting date/BoD Schedule
22. Dismissal
- a. Motion to dismiss Sush, seconded Nick