Approved Absences: Roberta Boreham, VP Communications (class)

Quorum Count - Please sit with members of your Department

Department	Initial Count	Final Count
Bioengineering	11	12
B. Tech	18	13
Chemical	15	11
Civil	14	11
Computer Science	10	12
Electrical & Computer	15	10
Engineering Physics	16	14
First Year	11	7
iBioMed	13	10
Management	20	11
Materials	17	12
Mechanical	10	10
Mechatronics	12	11
Society	33	18
Software	22	14

Note: SAGM must contain a quorum of 3% of McMaster's Faculty of Engineering population - preferably ≥ 10 members per club/department.

Ratification of the Agenda

IN favour of Agenda Approval: Majority
Abstained: Adam

Ratification of Incoming Council Members

Coordinators:
Sports Coordinators - Connor Chandran & Alexander Barovier
Lounge Coordinator - Jerry Pham
Fireball Coordinators - Emma Mandel & Yuvraj Randhawa
Administrator - Andrew D'Elia
Culture Coordinator - Ashley Wohl
Hatch Coordinator - Hunter Ceranic
Sustainability Coordinator - Tommy Siuda
Data Coordinators - Thomas Baker & Desmond Kennedy
Public Relations Coordinator - Tommy Kean
Wellness Coordinators - Abbey Veneman & Nilsu Altin
Professional Development Coordinators - Nik Gupta
Advertising Coordinators - Sarah Rassenberg & Lindsay Lee
Chief Returning Officer - Michael Meier
Trailer Coordinator - Jarod Bishop-Dove
Equity and Inclusion Officer - Adi Gelb
Drain Coordinators - Dan Wise & Brooke VanBuskirk
Kipling Coordinators - Satvik Bajaj & Sirak Haile
Information Technology Coordinator - Gabe Castagner
Co-Orientation Coordinators - Benjamin Torres-Kulik & Brendan Tomaiuolo

Department Representatives:
Civil - Emilia Nietresta
Electrical and Computer - Sophie Cairdullo
Mechanical - Chris Liaconis
BTech - Patrick Wojtera
Management - Alexie McDonald
First Year Reps - Onolunosen Azigbe, John Popovici, Daniyel Cheah, Ashton Corr, Victoria Robinson,
          Danny Al-Sammak

Editors:
Plumbline Editor - Carlos Colangelo
Handbook Editors - Emilia Nietresta
Frequency Editors - Rica Yacon

Ratification of council members
For: All
Against: None
Abstained: Brendan
PASSES

Motion to Give Melissa Chair
Motioned by Ian
Seconded by Keegan
for: all
Opposed: None
Abstained: Harsh
PASSES

Motion to Ratify CRO
For: Majority
Opposed: 4
Abstained: 1
PASSES

Motion to give Chair to Mike
Motioned by; ian
Seconded by: Aireen
For: Majority
Opposed: none
Abstained: Harsh
PASSES

Presentation #1: Student Choice Initiative Update
Presented By: Melissa Cusack-Striepe

DISCUSSION:
- Student choice initiative reflected on the website
- it's going to be mentioned throughout SAGM
- SCI is a change to make some non-essential fees OPTIONAL
- 10% tuition cut for students, less money for the university
- Changes to OSAP
  - Amount of money for grants and loans reduced.
  - Interest grace period was eliminated.
- MES FEE is no longer mandatory
  - Most relevant to the MES
- Some fees are still considered mandatory

- We responded by:
  - advocating for the mandatory portion of the MES fee
    - academic and wellness fee
      - everyone still takes advantage of these services.
  - Membership structure for those who opted in
    - Benefits to people who have paid those fees.
  - Logistical changes to events and plans
  - Created a tiered budget based on income.
  - Looked for sponsorship
  - Campaigned about the value of the MES.
- ECCS FEE: 45
- Academic and wellness: 1.15
- 49.75 non mandatory fee + 6.47 in tax
  - The tax is due to the fact that the fee is not associated with the university
  - By creating a membership you have to add tax by law.
- Maclab endowment fund: 50
- Hatch Construction Fee: 50 (mandatory)
- Included in Membership
  - Positions of involvement (mes council, welcome week, drain volunteers)
  - Preferred pricing and early purchase for MES events
  - preferential funding for clubs and teams with a high percentage of MES members
  - MES equipment rental
  - closed conference attendance
  - MEC deposit
  -
    - Does not include:
      - Bus monitoring
      - MES Committees.
- Isn't the MES a non-profit? (tax)
  - this has to do with the fee itself
  - Any compulsory fee that goes along with tuition is not taxable, but now that it isnt, a tax needs to be applied.
    - The fee is now just a general transaction
    - And because the membership provides enough value, a tax must be applied
  - does not have to do with being a non profit
- Can the MES register as a non profit?
  - This can be discussed further in another setting, but we have looked into it slightly.
- How is a club team or society supposed to distinguish between members?
  - You will have to provide the MES with a list of student numbers, which will be run through a system that checks whether or not the given student number has paid their fee.
- We will be having several motions related to membership
  - these changes will need to continue as they present themselves.
- We will have a way for checking membership at the drain (anonymously)
- Will be having a town hall, and MES SCI committee and feedback to central campus as a means of advocacty
- Working on strategies to increase student membership.
- In the past, the fee was waived for coop students? What now?
  - If you want to be an mes member, you have to pay your fee, coop students will be required to purshcase membership, otherwise they are not a member
- How do coop members get to the drain if they are closed after hours?
  - email Ian
- What is the fastest way to validate membership
  - As long as you didnt opt out, you are a member, check mosaic
- What's in it for students? What about students with financial need?
  - There are possible exemptions to the fee associated with financial need
  - COOC's will have the ability to exempt people from the fee on the basis of financial need.
    - This does not count as a membership, but it waives the barrier to participation.
- Club funding will be based on overall percentage as well as team needs. Funding will be flexible and decided on a case by case basis. MES membership will just provide a bonus amount.

Motion #1: McMaster Undergraduate Student Research in Engineering MES Group
Status
Spirit: To increase awareness of and promote research among the undergraduate engineering student body

Motioned By: Jeff Suitor
Seconded By: Patrick Wojtera

WHEREAS: USRE has been an MES affiliate for more than a year
WHEREAS: USRE has successfully run engaging events throughout the school year and summer promoting research.
WHEREAS: Research positions are a valuable experience in terms of career and academic development.
BIRT: USRE be recognized as an MES Group.

DISCUSSION:
- Connecting undergrads with the mcmaster research community
- Research is important for making change
- Want to support students in summer research
  - summer research can be lonely.
- Promoting more funding opportunities, getting students involved in research and helping them to apply
- Holding info sessions about funding in january
  - ie. overseas research
- Lab tours
- Woskshops
- faculty seminars
- 3MT competition
- BBQ
- Ice cream social and poster event
- Majority of funding from ECCS currently.
  - To receive more funding would mean that we can
    - Enrich events
    - run more events
    - increase outreach to students
- Can benefit students with
  - increased awareness for opportunities
  - networkign
  - join a community of research
  - Prof. Development
  _____
- How much funding do you receive from the faculty?
  - depends on the event, but generally ECCS just pays for everything
- How much?
  - 2600 roughly through all the diff events
- Apart from outreach, will all events be closed off ot researchers
  - No event is closed, but some a geared toward researchers which is our target demographic
- What does enriching your event look like?
  - More funding will allow us to push for more prof invlovement and more student involvement
  - Promotional material will be upgraded to help with our outreach
  - Doesn't ECCS already have these resources?
    - ECCS is not the best at actually using these resources.
- What types of clubs and teams do you want to collaborate with?
  - Teams such as the MED T team with a research based project.
  - Clubs that attract audiences that generally have research background
- Is there anything in the policy saying an afilliate cant do this?
  - No.

FOR: MAJORITY
AGAINST: 4

ABSTAINED: 2
MOTION: PASSES

Motion #2: Adding VP Communications to the Constitution

Spirit: Better communication between the MES and its members.

Motioned By: Melissa Cusack-Striepe
Seconded By: Adi Gelb

WHEREAS: The VP Communications was trialed this past year and has proven to be successful in increasing engagement, and elevating our outreach.
BIRT: The position of VP Communications be added to the Constitution.

DISCUSSION:
- VP comms is incharge of our outreach, brand, advertisement, etc.
- Works with COOCs to create mailout

FOR: MAJORITY
AGAINST: 0
ABSTAINED: 0
MOTION: PASSES

Motion #3: Legitimize AVP Academic Resources

Spirit: The Associate Vice President Academic Resource position has been introduced this year ad-hoc and has proven to be a valuable addition, overseeing the academic resources offered by the MES and allowing the VP Academic to focus more on advocacy.

Motioned By: Melissa Cusack-Striepe
Seconded By: Linford Rodrigues

WHEREAS: A presentation was done on adding an Associate Vice President Academic Resources (AVP AR) position ad hoc on Feb 5, 2019, to be ratified the next year based on how it goes.
WHEREAS: AVP AR has successfully been trialed this year and has been determined to be a valuable addition to the MES.
BIRT: The following changes are made to the constitution following the approval of the addition of the AVP Academic Resources position as SAGM 1.

DISCUSSION:

- Similar to VP comms we are added an adhoc position AVP AR to the council, and would now like to add the role to the constitution.
- All academic services have been passed from VP Academic had been moved to AVP AR
  - Textbook library
  - Prep sessions
- The AVP AR will be a voting member, and the old role of Academic resource coordinators will be taken out of the constitution.
- Was the AVP AR a voting member before
- Why was the AVP AR created
  - We thought it would be better to separate the academic portfolio into advocacy and service, it works more efficiently and provides room for academics to increase performance
- What about the old ARC appointed positions? What was wrong with them?
  - The AVP AR will have a larger workload, implying a larger role in the council.

FOR: MAJORITY
AGAINST: 0
ABSTAINED: 0
MOTION: PASSES

Motion #4: SCI Constitution Changes
Spirit: To update the constitution to reflect the changes to membership due to the SCI.

Motioned By: Ian Currie
Seconded By: Aya Aboughanem

WHEREAS: The Student Choice Initiative is expected to have lasting impacts on the Society.
WHEREAS: Significant changes to the meaning of an "MES Member" are necessitated by the Student Choice Initiative.

BIRT: The following changes be made to the MES Constitution**.**

DISCUSSION:
- Changes made to the constitution with respect to tiered membership
  - Full membership, associate membership and partial membership, info for them can be found in presentation materials.
- Should non MES members be allowed to vote, and if not how would we control that
  - Great quesiton, we are still trying to figure out the ebst way to go about this.
  - Part of the reason that we wanted to have full representation of those in the faculty of engineering is to make sure that this right is open to everyone and we are here to represent everyone in the faculty, not just members.
- People who purchase their membership on coop would have what kind of membership?
  - full
- Associate membership, can attend sagm but cannot vote at sagm, how will this be enforced?
  - It's a very tough challnege that we do not have the means to fix right now
  - In the situation that we have an associate member, we would know who they are.
- ⅔'s vote at council for associate membership
  - It's for students who are not part of the faculty of engineering to become a part of our community.
- Budget surplus was super high a few years back from an excess student fee, it was supposed to go back to capstone. If this happens in this kind of membership system, what would the MES do?
  - It would be put out as a referendum for everyone to vote on.
- Is associate membership going to be advertised, or is this more through word of mouth
  - we can definitely explore advertising this.
- Those who dont have the financial means to pay the fee,
  - the honourary membership is strictly for participation purposes, extra perks of full membership are not included in associate membership
- Can partial membership members have appointed positions
  - No
- What about those who are not paying the fee out of malintent?
  - We still represent them as students in the faculty, so we need to support them even if they do not support the MES.
  - The MES mission statement is to support a wll riunded education for all students
- How is the associate membership fee handled in the constitution. In the constitution is there any other membership that requires no payment
  - no
  - This does not need to be in the constitution, just the policy.

FOR: MAJORITY
AGAINST: 4
ABSTAINED: 0
MOTION: PASSES

Motion #5: Motion for the McMaster Steel Bridge Team to achieve MES Team Status
Motioned by: Brandon Boles & Kailey Zeran
Seconded by:

WHEREAS: The McMaster Steel Bridge Team has an interest in the MES members, and construction space, and strong leadership in place.
WHEREAS: The first year of the team has yielded positive results.
BIRT: the McMaster Steel Bridge Team can be recognized as an official MES Team
DISCUSSION:
- Started in 2018-2019
- Have a small team of students with co-leads and co-fabrication leads
  - 1 PhD and 1 faculty advisor
- Hold cad and SAP2000 workshops for students
- Applied for affiliate last year and have held affiliate status since November of 2018.

FOR: MAJORITY
AGAINST: 0
ABSTAINED: 0
MOTION: PASSES

Presentation #2: McMaster Baja Racing Accountability Presentation

Presented By: Lacey Wice

DISCUSSION:
- One of 6 canadian baja teams
- lots of upper years teaching lower years
- over 100 active members
  - steering and braking
  - drivetrain
  - ergonomics
  - etc.
- attend the trad and autoshow every year to teach about experiential learning here at McMaster
- How does the interview process work
  - It is meant to be a test of commitment more than it is skillset!

Presentation #3: Heavy Construction Student Chapter SAGM

Presented By: Vanessa Weremi

DISCUSSION:
- Three main events
  - site visits to show civil and mechanical work being done on site
  - Internship certificate program for resumes and grad boost
  - industry night for networking and such
  - Many sponsors
  - Industry night on jan 27
  - experiential learning competition sometime in march
  - where does MES money go?
    - Literall all of our events
    -

Presentation #4: Mac Eng Musical Accountability

Presented By: Elizabeth DaMaren and Ray Winardi

DISCUSSION:
- Group of just under 100 students
- did school of eng last year
- cast crew, production crew, etc.
- Booking a theatre is the majority of our budget
- This year's theme: THE ENGELORETTE
  - This is an entirely original story and not made off of any specific backstory
  - Just an eng girl trying to score a coop.

Presentation #5: McMaster Mars Rover Team

Presented By: Mohit Aasi

DISCUSSION:
- Design and manufacture a 150 lb rover capable of driving on mars
  - Program the rover sensors and motors using industry standards
  - conduct experiments on soil to determine likelihood of life
- recruitment must be limited because of the number of applications
- With new membership cap we have been much more productive.
-

Presentation #6: EcoCar

Presented By: Sam Thurston

DISCUSSION:
- 4 year competition to transform a 2019 chevrolet blazer into an electric autonomous car.
- one of 12 teams in the competition, one of two in canada.
- Over 400 applications for the team.
- A lot of events and outreach programs, as well as competitions
- The automotive industry has so much room of interdisciplinary work.
- This competition is geared toward safety and autonomy.
- A very good and thorough plan can be found in presentation materials.
- 95% faculty of engineering students
- The. Largest. Team. On. Campus.
- A summary of income and expenditures in presentation materials
- What is Dean funding?
  - The funding that we get from mac to have grad students on the team. Mandatory for the team to be in the competition.
- What is the 5th role that isnt covered by the dean funding?
  - This role is not covered by dean funding as it is not a technical role
- What will you do with the deficit of 12000 you have
  - We look for sponsors to give us some consumable components to curb costs and take away from the deficit
- Is it possible to completely fix the deficit?
  - this is the most expensive year, in following years, spending will be much lower
- How does your budget compare to previous years and to the next two years
  - In the next two years, the budget will have less expenditures, this year is the actual modification year whereas in the next few years we will be focus on other less consumable features.

VP Tasty

Presented by: Lava Pizza

Executive Accountability Presentations

VP Student Life: Aya Aboughanem
- work with EOHSS, event planning, clubs and teams
- Doing a transition meeting for our big team meeting for the next council.
- Arranged back2school week with VP Academic
- Working to evaluate MESsenger and set it up to be used again.
- Awards to be announced at fireball
- Looking over club EOHSS forms and event planning
- If you have any EOHSS issues, please let me know.
- Oversee Erin our AVP events as well as a bunch of the coordinators
- Work with Hawk to manage clubs and teams
- My mouth is soooooo dry
- created a how to guide for event planning

- Overlook Hatch room booking and hatch lockers
- Arranged bus monitor training
- Campaign Points
    - Get more students involved in event planning
    - Instead of doing an idea box, I decided to arrange a social committee to run a bunch of events
    - Review data from data coordinators to improve events
- Looking to reschedule dodgeball tournament in response to gym construction
- Had to adjust some events based on budget cuts
- If you want to start a club or team, let me know
- Some new initiatives
    - First year experiential conference (FYEC)
        - 2 nights
        - 12 sessions
        - giving first years a conference experience
        - not a great turnout this year
        - should continue this next year
        -
    - Haunted Hatch
        - had over 70 people come!
          H324
        - worked with Ashley Wohl and Erin Lee-Yusik
    - Back2School
        - Super Hatch Bros parallel programming was great
    - Renamed frosh pub to fresh pub
        - pretty cool
    - Hatch Open House
        - 5-7pm seems to be best
- coffee house later this month
- Destressemeber
- Frost Week
- Dodgeball and Soccer tourney!
- Are the lockers fully locked?
    - There are still plenty available
- Is it hard to sleep with a bird?
    - Nope he's great!

    VP External Relations:
- Travelled 10500km
- approximately 50+ hours with external organizations
- Countless friends
- Lots of ESSCO AGM meetings
    - All 16 schools with engineering societies
- CFES PM
- Yellow:
    - Liaise and review affiliations with PEO
    - Inform student body
        - Workign with frequency article
    - Sit on ECCS operating committee
    - Supervise the following positions
        - Cant do this as PR is no longer in my portfolio
- Mental Health Initiatives
    - ESSCO 5 year plan
        - broke down what the uni wants to see with mental health initiatives
    - Wellness coordinators interschool connections
        - Working with other schools, already had their first emeting
    - Mental wellness topics of discussion
- Incrwased adveritisement
    - currently working with berta and the ad team to promote and inform students of conferences

- ○ Website opportunities page!
- Challenges with reduced budget
  - ○ less people able to attend conferences
  - ○ CFES membership fee increase has lowered overall budget
- Professional developemnt coordinator
  - ○ Linkedin photshoot
  - ○ collab with eccs ssc and egs for the career carnival!
    - ■ Snocones! and stuff!
    - ■

VP Finance and Administration:
- Created a 2019 2020 budget in preparation for SCI, A tiered budget plan
- Initiated a review engagement to make sure we received our money from the uni
- Looked for sponsorhip for additional revenue
- Membership software identification software that is FIPPA compliant
  - ○ currently working on this
- Have an SCI committee and town hall for those with thoughts regarding SCI
- Data Backed Decisions
  - ○ Using data to make more educated decisions towards student services
  - ○ fall survey completed, report will be released next week!
  - ○ focus on advocacy and decision making
- MES Website
- Whole lot of cheques
- Putting the frequency online for more accesible and more sustainable purposes
- Working on membership bonuses for teams and such
- 2019 2020 budget
  - ○ tiered budget
- Tax implications on mes membership fee specifically (by law we need to do this)
- 30% optout budget is what we are currently operating at
- expecting 10,000 in sponsorship this year
- Finance and Administration, cannot change in our budget
  - ○ try to keep our contingency for flexibility in the case of high opt-out
- Exec operations:
  - ○ Initiatives started by execs
- Academic services,
  - ○ everything excluding MEC is included in the mandatory fee and thus they have stayed the same from previous years.
- Cut council swag from the budget
- MES Council bonding
  - ○ A small portion goes toward this
- We had some trailer fixes that needed to be fixed
- Student Life
  - ○ Social events, kipling, fireball, pricing will be higher than in previous years
- Sports
  - ○ games night, casino night, intramural funding
- Welcome week
  - ○ A large percentage of this is already accounted for, though there is still a large contribution from the MES because the cheque from the uni was not cashed yet
- We net a positive 150 bucks ish
- How is your mustache?
  - ○ gross, please donate to my page for movember!

VP Academic:
https://www.canva.com/design/DADqvWp4vZ0/kA7iditf0eJGz9PPAOCFnw/view?utm_content=DADqvWp4vZ0&utm_campaign=designshare&utm_medium=link&utm_source=sharebutton#10
- Helped with student survey

- Recruitment iniitaitves, will be h
- sitting on curriculum policy committee, eng 1 committee and tests committee
- accreditation meeting coming in a couple of years
- SRA liaison
- Maclab funding application has been sent out, please pass it on to faculty
- Eng101 rebranded to back2school
- lots of academic event work, including academic flush and things with ECCS
- 3 points
  - well rounded engineer
    - increasing student engagement
    - realized mentorship program with over 100 participants
    - back2school week promoted involvement with clubs and teams
    - helped film videos with berta to increase MES involvement
    - Haven't reached out to 1p13 and 3cX3 because they are still in developement
  - Impactful feedback
    - attend dept. head meetings
    - anonymous feedback form that has now been incorporated into the general survey with IAn
    - opportunities to comment on equity and inclusion
  - Quality of Life
    - made a page on the website with Berta tha lists academic resources
    - B2school
    - textbook library efficiency
    - policy manual appendix updates
    - Hatch tv advertisements
- Portfolio
  - MEC chairs
    - new competition this year: bio
    - Many teams going to OEC from MEC
  - AVP AR
    - textbook library
    - mes help and catchup sessions
    - test bank
    - tutoring program
  - Mentorship coordinator
    - 80% response rate
- More free stuff from prep101
- Assisted with development of 1p13
- Future goals
  - mec chair apps come out in Nov
  - Maclab coming out next term
  - another policy manual update
  -

VP Comms:
- My name is Berta, I take coffees and drink red bull as well as eat poutine
- rebrand
  - not supreme
  - looks cohesive, consistent, recognizable
  - still interesting!
- Bring together social media platforms
  - insta,
    - biggest platform with 2240 followers
  - snap, facebook, twitter, linkedin
    - growing everyday!
- Revamped the MES Website
  - Shows off conference and competitions

- - opportunities (external)
  - Involvement Opportunities
  - Student experience section!
- Gets 300 to 400 new views every single day!
- Most popular page: hatch booking, event calendar, MEC
- Event calendar with everythign on it!
  - clubs and teams
  - conferences, etc
- Opt in SMS reminders
  - not great because too expensive
  - We want to use SNAPCHAT for this instead
  - Check out the snapchat wall!
- I amintain the promotional material for the Hatch TV
  - available for clubs and teams to take advantage of, v sustainable
- Overlook the ad commitee
  - have made 41 ad campaigns this year!
- Coming up:
  - academic flush
  - shinny
  - WW committee applications open
  - Presidential nominations open
  - Movember events
- Font UNI SANS AND ROBOTO BLACK
- Current money spent: $0
- Could we add ECCS events to the calendar?
  - yeah that would be cool
  -

  President:
- Helped hire the appointed positions, increased awareness for them
- helped create the sustainability coordinator position
- Helped adapt to the SCI
- helped with the first meeting of the year, goal setting, etc,
- Helped Adi create an equity and inclusion committee
- Helped with Fall kick off! (september meeting)
- Helped Adi with Equity and Inclusion officer policy
- Hired our new COOCs!
- Better communication strategies
  - created VP comms positions
- Making MES more sustainability
  - integrated sustainability coordinator
- Make Hatch our home!
  - painting the mural behind the drain
- Building a stronger team
  - working a lot with exec
  - making sure people know what's happening
- Have been keeping up with the position of the president as outlined in the policy.
- Whats up next:
  - sustainability oriented events
    - making sure that the equipment we use is available for student access
  - Equitable hiring practices training
    - for anyone starting the MES
  - General elections, Btech and presidential elections
  - etc. (available in presentation materials)

Clean up! Garbage bags will be provided and sent around the room. Please help clean the room and areas around you.

Final Quorum Count - Please sit with your Department Members!

Motion to Adjourn Meeting

Motioned By:Terrel Marshal
Seconded By: Emma Robinson
FOR: MAJORITY
AGAINST: 0
ABSTAINED: 0
MOTION: PASSES

MES Robert's Rules of Order:
Hand Signals Cheat Sheet!

General Rules:
- Raise your hand if you wish to speak
- You may only speak if recognized by the chair (CRO)
- The chair keeps a running speaker list, so, for the most part, the order in which you put your hand up is the order in which you will speak
- All "quick points" take precedence
- All "direct responses" will speak before the next "new point"
- Try not to repeat points other people have already made

New Point
Do you have something *new* to say that doesn't have anything to do with the current discussion? Use this!

Direct Response
Do you want to be involved in the current discussion? Do you have a direct response to something that has been said. Is your speaking point *a part* of the current discussion? Use this!

"Quick" Point
Do you have a quick question that will be answered in one sentence?
Ex. Clarification ("what does that abbreviation stand for?"), Informational ("How much was budgeted for that?"), etc.

I Agree
Instead of repeating what someone else said and making the conversation circular, if you agree, simply put a thumbs up.

Circular Motion
(Try to avoid)
Make this hand signal if you think discussion is becoming circular (ie. people are repeating the same thing). If the chair recognizes enough signals, the discussion will be ended.