



## General Meeting for the purposes of Recall of the Officers of the Society

### *The Accountability General Meeting*

**1. Adoption of the Agenda**

**2. Officer Presentations**

- a. President – Mauricio Curbelo
- b. VP Finance – Gordon Tattle
- c. VP Communications – Thomas Santerre
- d. VP Academic – Fady Soliman
- e. VP Student Life – Gabriel Stavros

**3. Item for Discussion: Closed Member discussion of the conduct of the Officers of the Engineering Society.**

*The Officers shall not be present during the discussion for the purposes of maintaining anonymity of the Members.*

**4. MOTION by the Chief Returning Officer to recall the President of the Engineering Society**

**BE IT RESOLVED** that the President is recalled from office.

**5. MOTION by the Chief Returning Officer to recall the Vice-President Finance of the Engineering Society**

**BE IT RESOLVED** that the Vice President Finance is recalled from office.

**6. MOTION by the Chief Returning Officer to recall the Vice-President Communications of the Engineering Society**

**BE IT RESOLVED** that the Vice-President Communications is recalled from office.

**7. MOTION by the Chief Returning Officer to recall the Vice-President Academic**

**BE IT RESOLVED** that the Vice-President Academic is recalled from office.

**8. MOTION by the Chief Returning Officer to recall the Vice-President Student Life**

**BE IT RESOLVED** that the Vice-President Student Life is recalled from office.

**9. Presentation by the Chief Returning Officer of the report from the Closed Member Session.**

**10. ADJOURNMENT**



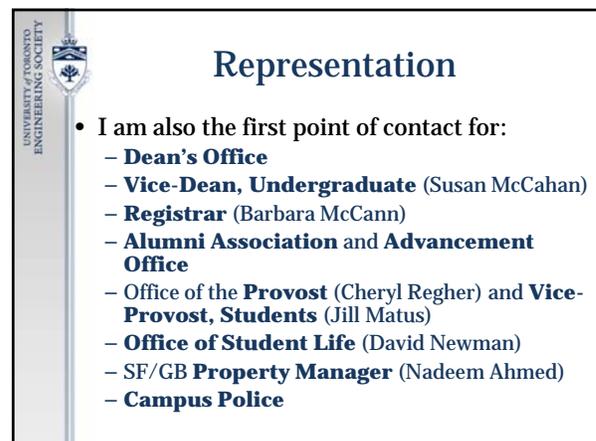
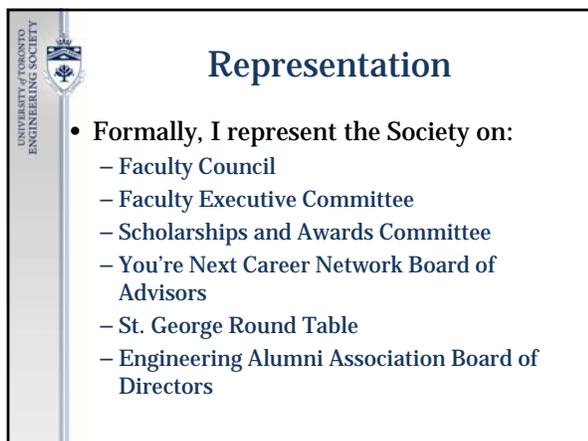
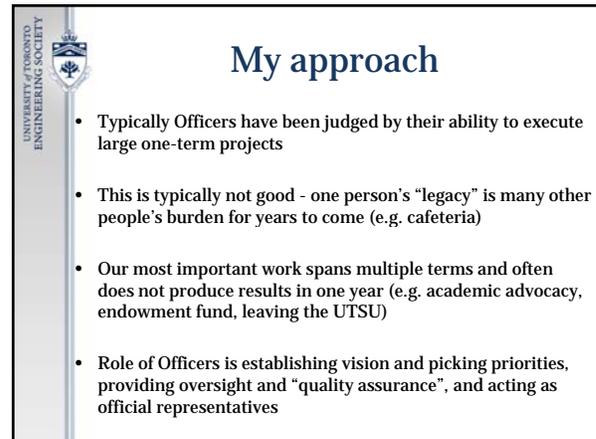
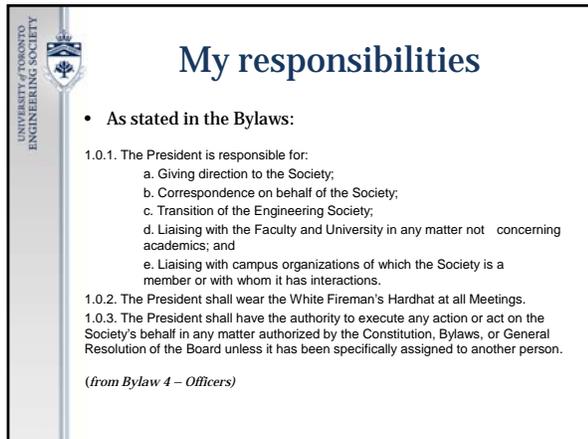
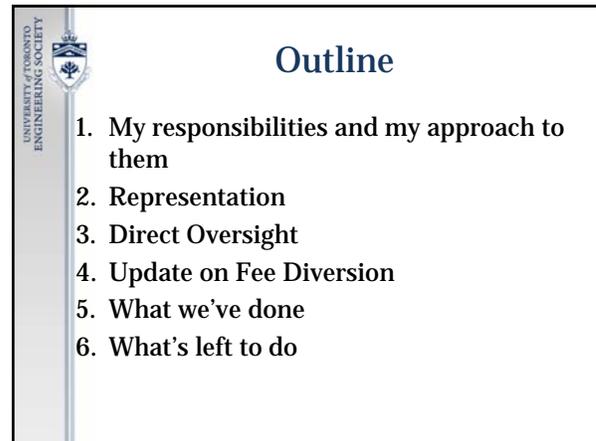
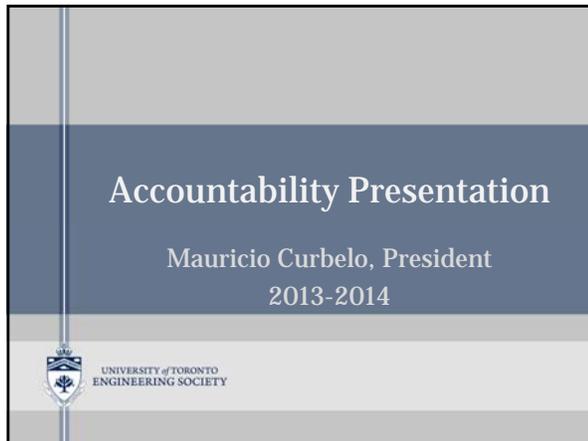
## Attendance

<b>Officers</b>		
President	Mauricio Curbelo	
VP Finance	Gordon Tattle	
VP Communication	Thomas Santerre	
VP Academic	Fady Soliman	
VP Student Life	Gabriel Stavros	
<b>Directors of the Board</b>		
At-Large	Yerusha Nuh	
At-Large	Tabish Gilani	
At-Large	Praneet Bagga	
At-Large	Stephanie Gaglione	
Chemical Representative	Sean Hunt	
Civil Representative	Evan Ma	
Computer Representative	Kimberly Shen	
Electrical Representative	Allan Wang	
Engineering Science Representative	Pierre Harfouche	
Industrial Representative	Alexandra Szatan	
Materials Science Representative	Vinson Truong	
Mechanical Representative	Evan Boyce	
Mineral Representative	<i>Vacant</i>	
First Year	Reza Boushehri	
First Year	Dareen Kutob	
First Year	Marissa Zhang	

**A – Absent**

**AwR – Absent with Regrets**

**P – Proxy**



**What does that mean?**

- “Representation” is always a means to some end
  - I don’t talk to all these people just because I enjoy the conversation
  - Many of our projects require support from the Faculty or external groups, and my most important responsibility is to be that point of contact – for everyone’s projects
- The proof is in my email:

Top Threads	
Engineering at UTM	34
Bahen Hallway Study Seating	23
call for nominations for the Quality of Student Experience Award - Deadline December 6	17
Core Curriculum Review - Interim Report	17
Pre-holiday dinner with Rhonda	15
Remove Toke from stands ASAP	15
Notes re-running for Studs	13
SF Atrium Projector	13
Cannonball & EUS Toronto Trip	12
Memo re. Student Society Contributions	12

■ Sent internally  
■ Sent to the outside world

**Oversight**

- Within EngSoc, I formally oversee:
  - The Officers and Business Manager
  - Discipline Clubs
  - Chief Returning Officer (elections) and Ombudsman (formal complaints)
  - Chief Attiliator
- Not very much formal oversight, since most of these groups have significant autonomy

**What I ran on**

- Academic advocacy
  - More coordination between all our different representatives, especially at the Departmental level
- Clubs
  - Better documentation of Finance Committee decisions
  - Streamline processes
- Competently executing our large projects
  - UTSU
  - Endowment Fund

**Fee diversion from the UTSU**

- The University has all the power
- There are meetings scheduled until March
  - This will go beyond my term
- We have established that the UTSU is an outlier w.r.t. democratic processes – no one else is nearly as bad is preventing the membership from having *any* meaningful influence
- Their deal with UTM is particularly egregious
  - UTMSU gets UTM students’ UTSU fees refunded back to UTMSU
- Need to push Summit profs + staff to deliver results
  - Or else they will get another decade of us causing a big fuss
- Many thanks to Tom for coming to all the meetings

**What have we done?**

- ✓ Synchronized Discipline Club election timing to be concurrent with BoD timing, and moved their elections online
  - Motion passed at November BoD meeting
  - Discipline Clubs must now follow Bylaw 3 (elections) to receive their funding
- ✓ Provided a \$1 million donation to the Centre for Engineering Innovation and Entrepreneurship
  - I’ve spoken at donor and alumni events
  - This is a great power play for student space and EngSoc’s credibility
  - More importantly, it’s a meaningful donation that will ensure future generations of students have high-quality space

**What have we done?**

- ✓ Delayed the creation of an engineering degree pathway at UTM
- ✓ Made progress at Student Societies Summit – the UTSU isolated in their denial that a problem even exists
- ✓ Policy improvement – many loopholes and inconsistencies fixed



## What have we done?

- ✓ **Miscellaneous conference funding is now an *application***
  - We can reject funding for individuals to benefit solely themselves (and provide more funding to clubs instead)
- ✓ **No more External Relations Director**
- ✓ **Ensure that EngSoc will receive all quantitative data from online course evaluations**
- ✓ **Coordinated advocacy – Undergraduate Curriculum Committee is our best example**
  - I meet regularly with the reps, and interface between them and Discipline Clubs, as well as the Vice-Dean and First Year Chair
  - Many thanks to Stephanie, Anamjit, Ernesto and Matt
- **I did not do these things alone. Everything meaningful that we do is a collaborative effort over several months. Many thanks to the Officers, Rhonda, the Board, and our many Directors.**



## What is left to do?

- Continue working with Discipline Clubs**
  - Identify best practices for academic advocacy at the Departmental level
- Push the Summit to achieve actual progress**
  - Reach out to other Colleges and Faculties
  - Seek middle ground with *them* as to what governance structures we would accept
- Continue to oppose the “Engineering at UTM” proposal**
  - Reach out to alumni
  - Take a hard line against the fracturing of our community
- Find competent successors**



# Thank you!

Questions?

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## January 2014 Accountability Meeting

Gordon Tattle, VP Finance



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## Goals from September

- Follow the bylaws
- Be fiscally responsible
- Be accountable



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## Consistently updating budget

- Created two of three budgets
- Changed budget format to match output from Quickbooks
- Submitted monthly spending updates to the Board of Directors
- **Next Steps:**
  - Prepare winter budget for January

Notes:

1. See [skule.ca/budgets-financial-statements/](http://skule.ca/budgets-financial-statements/) for summer and fall budgets as approved by the Board and the 2012-2013 audit
2. See the board meeting appendices on [skule.ca/documents/](http://skule.ca/documents/) for monthly budget updates



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## Creating clear guidelines for discretionary funding

- Created / updated terms of reference for the levy fund, clubs funding, and conference funding with the Finance Committee's input
- Uploaded minutes for each finance committee meeting as they were approved by the board
- **Next Steps:**
  - Continue to process funding requests
  - Update the guidelines with lessons learned

Notes:

1. See [skule.ca/club-funding/](http://skule.ca/club-funding/) for the club funding application guide
2. See [skule.ca/conference-funding/](http://skule.ca/conference-funding/) for the conference funding guide
3. See [skule.ca/documents/](http://skule.ca/documents/) for Finance Committee meeting minutes



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## Transparently allocating club funding

- Allocated \$32,625.00 of the budgeted \$35,000.00
- Posted applications and allocations online
- One more round of club funding to take place in January (primarily for new clubs which have formed since the fall round)
- **Next Steps:**
  - Review club funding applications when they are received

Notes:

1. See [skule.ca/club-funding/](http://skule.ca/club-funding/) for applications and allocations for summer and fall rounds



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## Holding departments accountable

- Sent a call for applications to the departments in early October
- Confirmed that last years projects were completed
- Checked new applications for completeness
- **Next Steps:**
  - Finance Committee is meeting next week to go over proposals

Notes:

1. See [skule.ca/skule-academic-levy-fund/](http://skule.ca/skule-academic-levy-fund/) for more information regarding the levy fund

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## Updating policies to reflect practice

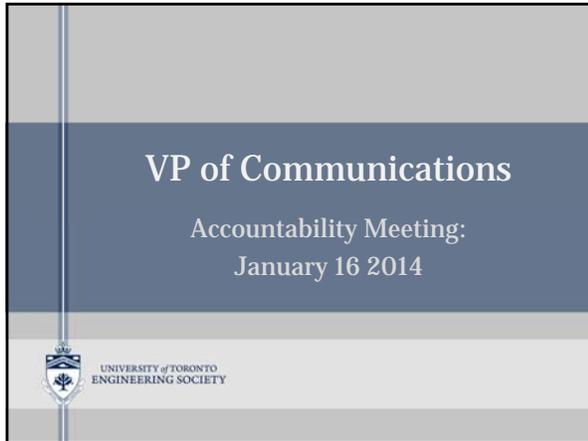
- Updated the Policy on Finances, the Policy on Suds Operations, and the Policies on Elections
- Created a template for the policies to create consistency in formatting
- Updated most of the policies to the new format and uploaded them to the website
- **Next Steps:**
  - **Update the format of the Policy on Society Awards and the Policy on Logos and Trademarks**
  - **Finish drafting a new policy on levy groups**

Notes:  
1. See <http://skule.ca/wp-content/uploads/2012/09/Policy-Manual.pdf> for the compiled policies

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## Questions?



**What's Been happening!**

- Bylaw Fufilment
- Director Progress
- Completed Projects
- Ongoing Projects

**Bylaw Fufilment**

2.1.1. The Vice-President Communications shall ensure that notice of Meetings is issued well in advance.

2.1.2. The Vice-President Communications shall ensure that an agenda is prepared for each meeting.

2.1.3. The Vice-President Communications shall ensure that quality minutes are taken at each meeting.

2.1.4. The Vice-President Communications shall ensure that the Bylaws and Policies are updated regularly.

2.1.5. The Vice-President Communications shall ensure that records for all Meetings and any other documents and reports presented at Meetings are being maintained and published online.

2.1.6. The Vice-President Communications shall ensure that appropriate refreshments are provided for all Meetings.

2.1.7. The Vice-President Communications shall be responsible for the collection of year-end reports from all outgoing Directors and Officers.

2.1.8. The Vice-President Communications shall be responsible for maintaining the e-mail address pointers of the "skule.ca" domain.

2.1.9. The Vice-President Communications shall be responsible for maintaining a current list of contact information for all Councillors.

2.1.10. The Vice-President Communications shall be responsible for overseeing the branding of Society services, operations and events.

2.1.11. The Vice-President Communications shall be responsible for overseeing the use of relevant communications media to market Society services, operations and events.

**Directors**

- Handbook
- Skulebook
- Toike
- Cannon
- Sys Admin
- Webmaster
- Archivist

**Completed Projects**

- **Social Media Representation**
  - All Clubs now being followed
  - Semi Active page now compared to the past
  - Advertising of EngSoc events
- **Increasing contact with other schools**
  - Toikes and Printed Cannon Distribution
  - Social Media contact



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**Fady Soliman**  
VP Academic

Accountability Meeting



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### COURSES.SKULE.CA

- Got an email from the faculty saying they'll send us final answers to some of the courses along with the final exam papers. I need to keep following up to make sure we get as many answers as possible
- Some Class Reps are sending me their documents such as :Syllabi, past midterms with solutions and any other relevant documents
- Web guys are working on the website for some updates and a new layout



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### FACULTY COUNCIL STANDING COMMITTEES

- TMRC has a meeting during the finals period so didn't want to meet them again then. Will talk with them about updates



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### EXAM JAM

- This year had more profs and everything else. It was a great event; I went and checked and I saw so many students



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### TUTORS.SKULE.CA

- Web guys working on the website for some updates
- Will have a 3<sup>rd</sup> tutors orientation soon



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## Goals Outline, 2013-2014

Gabriel Stavros, VP Student Life



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## Bylaws

### 2.4. Vice-President Student Life

- 2.4.1. The Vice-President Student Life shall be responsible for recognizing Affiliated Clubs, and dealing with student issues pertaining to the membership.
- 2.4.2. The Vice-President Student Life shall be responsible for keeping the membership informed about club opportunities and ensuring that the Society is providing support to Affiliated Clubs.
- 2.4.3. The Vice-President Student Life shall be responsible for helping Affiliated Clubs obtain funding from University sources such as the Students' Administrative Council, the Engineering Alumni Office, and the Faculty Departments.
- 2.4.4. The Vice-President Student Life is responsible for the operation of a first year student orientation program.
- 2.4.5. The Vice-President Student Life is responsible for producing an Orientation Report as outlined in the Bylaws.



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## Directors

- **Cannonball**
  - Aneeqa Sumaiya Haider
- **Gradball**
  - Nicole D'Mello
- **Skule Kup**
  - Nicholas Chin
- **Blue and Gold Committee**
  - Ryan Mintz & Gregory Cummings
- **Community Outreach Director**
  - Alex Cheng
- **Orientation**
  - Vivek Kersarwani
- **First Year & 4<sup>th</sup> Year Chair**
  - First Year Chair: Joshua Calufato
  - 4<sup>th</sup> Year Chair: Vacant



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## Plans for the Year

- **Goals:**
  - Be accountable to both clubs and students
  - Be of service to both clubs and students
  - Refining our existing operations
- **Projects:**
  - Propane Tank Sorting System
  - Clubs Fair
  - Club Affiliation Revamp
  - Clubs Training Handbook
  - Room Booking Automation
  - Site 10



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## Completed Projects

- **Propane Tank Sorting System**
  - New propane locker
  - Setup a categorization system which allows for easy identification of new, empty and used tanks
  - Reduced headaches for both Rhonda and myself
- **Clubs Fair**
  - 63 clubs in attendance
  - Seeking feedback from clubs & students (ongoing)
  - Winter Clubs Fair - Godiva Week



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## Ongoing Projects

- **Club Affiliation Revamp**
  - Modified expiry date for affiliation
  - More rigorous screening & criteria
- **Clubs Training Handbook**
  - Based off feedback from Clubs
  - Clubs Training Day replaced with individual sessions
- **Room Booking Automation**
  - Automate the process
    - Autofill the OSM form from a spreadsheet
- **Site 10**
  - Space allocation

