



## October 2013 Board of Directors Second Meeting

### 1. Adoption of the Agenda (4:41)

*Moved by Gordon*

*Seconded by Pierre*

#### **Agenda Adopted**

### 2. Approval of Minutes

- a. September Board of Directors Meeting: September
- b. Officer Meeting:
- c. Finance Committee Meeting:

*Moved by: Thomas*

*Seconded by: Gordon*

#### **Minutes Approved**

### 3. Officer Reports and Presentations

- a. President – Mauricio Curbelo (Presentation)

**Mauricio:** The student society summit has been happening over the past few weeks, basically we got together with all the presidents and selected members. We were talking about their democratic processes and what we desire for the UTSU or our organizations to be like. We started with why do we collect fees and what are fair processes for students. We think this is fair, they think this is fair... etc... the goal is to make the administration know that the CFS is running the UTSU. Even if the UTSU is democratically right, they do not serve us properly. We should have our own model of service, Engineering students have a very different experience compared to most Arts and Science students. We are also large enough to duplicate the health and dental plan offered by the UTSU.

I had a meeting with Dean Amon, we discussed issues of the engineering career center. We want to make sure that the career center is working the way it should be. Particularly having services from actual engineers rather than just having seminars on proper English writing.

Also an issue that has come up is the program at UTM. We spoke to the dean and have realized that there is an extra year so you can do a minor in an arts and science program. I will keep you all updated on this topic.

**Anamjit:** Will there be a mail out or posting on our stance with this program to the faculty?



**Mauricio:** I will write this out for the society. Based on the opinions I got from other students and myself, this program is not a benefit to anyone except for the UTM administration.

So now onto site 10. We are now getting the face time that we need in the design on this space. We want to make sure that we are able to influence its design and plans, and in the future have us manage the space. We have already guaranteed design and storage space, next is trying to allocate more club space.

**Omar:** For the UTM issue, are they are bringing it up to vote, and if so, will it be on the December meeting.

**Mauricio:** Probably not, they have just starting the planning of this.

**Yerusha:** Would the students be part of EngSoc?

**Mauricio:** We won't be helping with the administration of this. The issue is with them being so far from us, they would have to bus in to access clubs and all the services we provide, in addition to Frosh Week. This program is an integration nightmare for us to do.

**Stephanie:** Is this to increase enrolment?

**Mauricio:** No, this is taking spots downtown away from Track One. There was also a monetary incentive for UTM in regards to funding from the government towards UTM.

**Pierre:** Technically you can already do these extra courses through PEY or during one summer. This program does not help students as much as they are advertising it to.

- b. VP Finance – Gordon Tattle (Report)

**Gordon:** Please see my officer report and ask if you have any questions.

- c. VP Communications – Thomas Santerre (Report)
- d. VP Academic – Fady Soliman (Report)
- e. VP Student Life – Gabriel Stavros (Presentation)

**4. SPECIAL MOTION by Yerusha Nuh to specify the obligation of the Hard Hat Café Managers to obtain and/or renew required license(s) in the Bylaws**

**WHEREAS** there exists a non-negotiable requirement for the Hard Hat Café to obtain a license and renew it on an annual basis; and

**WHEREAS** there has been an incident in which the Hard Hat Café Managers failed to obtain the required license(s), leading to a temporary shutdown of the commercial operation; and



**WHEREAS** for years, there has been no clear instructions given to the Hard Hat Café Managers regarding the aforementioned license(s);

**BE IT RESOLVED** that the following clause is added to Bylaw 5:

*5.0.5 The Hard Hat Café Managers shall be responsible for obtaining and/or renewing applicable license(s) annually or otherwise, as required for the unobstructed operation of the Hard Hat Café and full compliance with applicable laws, rules, and regulations.*

*Seconded by: Mauricio*

**Yerusha:** Basically what has happened, they did not get their license renewed at the beginning of the year. It just happened that this we ran into issues with the safety officers around.

**Mauricio:** They were told about this two years ago and they didn't do it. This year we got caught red handed, we are going to have it back open this week. This is an issue that should not be overlooked by the caf managers.

**Pierre:** I want to make an amendment to make the Engineering Society to do this because you must be an officer to get some of the licenses.

**AMMENDMENT by Pierre Harfouche so that the BE IT RESOLVED clause which read:**

**BE IT RESOLVED** that the following clause is added to Bylaw 5:

*5.0.5 The Hard Hat Café Managers shall be responsible for obtaining and/or renewing applicable license(s) annually or otherwise, as required for the unobstructed operation of the Hard Hat Café and full compliance with applicable laws, rules, and regulations.*

**Will now read:**

**BE IT RESOLVED** that the following clause is added to bylaw 5:

*5.0.5 The Engineering Society shall be responsible for obtaining and/or renewing applicable license(s) annually or otherwise, as required for the unobstructed operation of the Hard Hat Café and full compliance with applicable laws, rules, and regulations.*

*Seconded by Mauricio*

**Amendment Carried**

**Pierre:** We should also review the contract and make sure that we are not paying rent if we do not have to.

**Mauricio:** If we are occupying the space then I suspect we have to pay it. We will review the contract to make sure.



**Motion Carried**

**5. SPECIAL MOTION by Matthew Lattavo to amend Bylaw 1 around the topic of Notice for General Meetings**

**WHEREAS** Bylaw 1 Chapter 2 outlines the processes around General Meetings; and

**WHEREAS** an Annual General Meeting is required every year in October; and

**WHEREAS** there currently is a requirement for notice to be provided ten (10) days in advance of any General Meeting; and

**WHEREAS** there is the conflicting requirement that motions are submitted fifteen (15) days in advance of the Annual General Meeting; and

**WHEREAS** there is no requirement for an agenda to be circulated to the membership in advance of any General Meeting;

**BE IT RESOLVED** that the following sections under Bylaw 1 Chapter 2 be amended as follows:

*2.2.~~23~~ Motions shall be added to the agenda of an ~~Annual~~ General Meeting upon receipt of notice in writing at any time earlier than ~~fifteen~~ (~~15~~10) days previous to the meeting*

*2.2.~~32~~ The agenda of any other General Meeting shall contain only those motions pertaining to matters specified under 2.1.3*

*2.3.1. Notice shall be given at least ~~ten~~fifteen (~~10~~15) days prior to any General Meeting;*

*2.3.2.b. Notice shall be given in a Society Publication which prints within the ~~ten~~fifteen (~~10~~15) days prior to any General Meeting.*

**BE IT FURTHER RESOLVED** that the following section under Bylaw 1 Chapter 2 be added (and all others renumbered accordingly) as follows:

*2.2.4 The agenda of a General Meeting shall be circulated to the Membership in advance of seven (7) days prior to the General Meeting*

**Matt:** So when I was going through this it was not explicitly clear. This is essentially a clarification for all the dates that we have to follow

**Praneet:** Why not make this the same as the board meeting notices?

**Pierre:** This is convoluting the amount of notice that we need for the audit. We have to do that because of the law.

**Gordon:** I am in favour of this. Praneet, the reason it is not the same as the Board of Directors is because of the law regarding AGMs and notice.



**Pierre:** After looking it up, we need to give 21 days' notice. This will comply better with the law.

**AMMENDMENT by Pierre Harfouche so the BE IT RESOLVED clause which read:**

**BE IT RESOLVED** that the following sections under Bylaw 1 Chapter 2 be amended as follows:

*2.2.~~23~~ Motions shall be added to the agenda of a ~~n-Annual~~ General Meeting upon receipt of notice in writing at any time earlier than ~~fifteenten~~ (~~1510~~) days previous to the meeting*

*2.2.~~32~~ The agenda of any other General Meeting shall contain only those motions pertaining to matters specified under 2.1.3*

*2.3.1. Notice shall be given at least ~~tenfifteen~~ (~~1015~~) days prior to any General Meeting;*

*2.3.2.b. Notice shall be given in a Society Publication which prints within the ~~tenfifteen~~ (~~1015~~) days prior to any General Meeting.*

**Will now read:**

**BE IT RESOLVED** that the following sections under Bylaw 1 Chapter 2 be amended as follows:

*2.2.~~23~~ Motions shall be added to the agenda of a ~~n-Annual~~ General Meeting upon receipt of notice in writing at any time earlier than ~~fifteenten~~ (~~1510~~) days previous to the meeting*

*2.2.~~32~~ The agenda of any other General Meeting shall contain only those motions pertaining to matters specified under 2.1.3*

*2.3.1. Notice shall be given at least ~~ten~~ *twenty-one* (~~1021~~) days prior to any General Meeting;*

*2.3.2.b. Notice shall be given in a Society Publication which prints within the ~~ten~~ *twenty-one* (~~1021~~) days prior to any General Meeting.*

*Seconded by Gordon*

**Amendment Carried**

**Motion Carried**

**6. MOTION by Gordon Tattle to approve the club funding allocation to Robotics for Space Exploration**



**WHEREAS** Robotics for Space Exploration (RSX) is a new club whose purpose is to build a robot for a competition near the end of next year; and

**WHEREAS** RSX has applied to Engineering Society Club Funding for the amount of \$2,000.00; and

**WHEREAS** the Finance Committee has reserved \$1,000.00 from the fall club funding for RSX; and

**WHEREAS** both of the presidents of RSX are also executives for the University of Toronto Robotics Association (UTRA); and

**WHEREAS** UTRA receives a levy from all full-time engineering students and is therefore not eligible to receive club funding; and

**WHEREAS** UTRA already builds several different types of robots for competition; and

**WHEREAS** the executive overlap and similar nature of the two organizations call into question the eligibility of RSX to receive affiliated club funding and exist separately from UTRA; and

**BE IT RESOLVED** that Robotics for Space Exploration (RSX) be allocated \$1,000.00 from the Affiliated Club Funding pool.

*Seconded by Evan*

**Gordon:** Levy groups can't get club funding, so the issue here is that there exists executives in UTRA that are also the executives for this team. We just need to make sure they are sufficiently separate from UTRA.

**Evan:** In the email the exec is only one person, we can't dictate what a club should be, in my opinion they are rather distinct in terms of their purpose.

**Rahul:** Only 5% of our membership is with UTRA, this is just due to interest on the team. We have over 50 active members for our team. We are one of the two teams that are involved with UTIAS as well. We want to emphasize the fact that we are not related to UTRA in any financial way. We are looking into building robots, satellites etc... We really want this funding so we can move forward in the actual industry.

**Mauricio:** We see a lot of duplicate clubs, why not use UTRA space, if you went to them and use their resources, would they be willing to do this for you?

**Pierre:** Do you have access to the room, or do you just ask to use their room?

**Rahul:** No overlap in any regards to what you brought up. There are a lot of differences even in the mission statement for each club. UTRA does like to educate much more, we are purely focused on competition and just moving forwards with people that know what they are doing.

**Tabish:** You say UTRA does educational workshops, doesn't that help the group, can you not use them to easily transition to your group?



**Pierre:** I don't think that there are any issues in this case.

**Mauricio:** Why can't UTRA have a group of people that do what you do? I don't think this is a big deal.

**Karim:** As I said before, we just have separate purposes.

**Gordon:** I don't think the situation of shared executives exists as I described earlier.

**Motion Carried**

**7. Motion by Gordon Tattle to repeal the Policy on Workshop Funding**

**WHEREAS** the Engineering Society has many policies which are not being followed; and

**WHEREAS** the workshop funding initiative was started last year and was generally unsuccessful;

**BE IT RESOLVED** that the Policy on Workshop Funding (Number 2012-11-11) be repealed.

*Seconded by Pierre*

**Gordon:** We don't have a policy on other aspects of funding like this, it doesn't make sense to govern one funding source with a policy and the rest with terms of reference. I also think this project was not successful.

**Pierre:** This didn't accomplish what I wanted it to in my year either.

**Motion Carried**

**8. Motion by Gordon Tattle to repeal the Policy on Council Meetings**

**WHEREAS** Council meetings have been largely replaced by Board of Directors meetings; and

**WHEREAS** the Policy on Council Meetings is no longer applicable to Board of Directors meetings; and

**WHEREAS** the Engineering Society has only one council meeting per year for the purpose of electing directors; and

**WHEREAS** the Policy on the Election of Internal Directors describes procedure at the Joint Council Meeting (JCM);

**BE IT RESOLVED** that the Policy on Council Meetings (Number 2009-08-04) be repealed.

*Second by Mauricio*



**Gordon:** According to bylaws this is inaccurate as we are required to hold two council meetings per semester, but however in the past two or three years, it hasn't happened. We should also modify the bylaw to reflect this.

**Matt:** There was one council meeting last year but it was informal for the purpose of feedback. So I think there are ways to utilize the council in the bylaw, but not the policy.

**Motion Carried**

**9. Motion by Gordon Tattle to update and unify the Policies**

**WHEREAS** each policy of the Engineering Policy has been formatted differently; and

**WHEREAS** it would be more clear and professional if the policies were formatted and numbered in a consistent manner;

**BE IT RESOLVED** that the attached changes to the Policy on Finances (2006-01-02) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on Suds Operations (2004-09-02) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on Complaints (2013-02-20) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on Orientation Governance (2013-02-24) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on Affiliated Clubs (2013-05-16) be approved.

*Seconded by Pierre*

**Gordon:** This is primarily re-titling and re-numbering the policies to match the format for bylaws.

**Mauricio:** Over the past years, we started a lot of big projects and our policies have not really been updated to reflect this. We need to solidify all the policies, such that they are all easy to follow and contain actual processes that we follow. One that will be changed later on is club affiliation.

**Pierre:** Good job. Last year Rishi and I went through the bylaws and did something similar for them.

**Motion Carried**

**10. Motion by Gordon Tattle to update the Policies on Elections**





**WHEREAS** the policies on elections have not been updated in several years; and

**WHEREAS** in that time there have been changes to the way the Society operates; and

**WHEREAS** it is important to have clear and consistent rules regarding elections for the sake of accountability; and

**WHEREAS** the CRO has reviewed the proposed changes to the policies on elections; and

**WHEREAS** it would be more clear and professional if the policies were formatted and numbered in a consistent manner;

**BE IT RESOLVED** that the attached changes to the Policy on the Election of Internal Directors (2002-08-02) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on the Election of Officers (2002-09-01) be approved; and

**BE IT FURTHER RESOLVED** that the attached changes to the Policy on Summer Month Officer Elections (2004-09-03) be approved.

*Seconded by Mauricio*

**Gordon:** This is updated to reflect the fact that we use Facebook groups and online voting.

**Motion carried**

#### **11. Motion by Gordon Tattle to repeal all lost Policies**

**WHEREAS** there have been other Policies passed by Officers and Council in previous years; and

**WHEREAS** many of those Policies were lost in previous years when our server crashed; and

**WHEREAS** we cannot determine whether those Policies are being followed;

**BE IT RESOLVED** that all Policies be repealed except for the following:

- Policy on Election of Internal Directors (2002-08-22);
- Policy on Election of Officers (2002-09-01);
- Policy on Suds Operations (2004-09-02)
- Policy on Summer Month Officer Elections (2004-09-03);
- Policy on Affiliated Clubs (2004-10-02);
- Policy on Finances (2006-01-02);
- Policy on the Usage of the Engineering Society Logo, the Skule Logo and the Skule Trademark (2013-03-01);
- Policy on Awarding Society Awards (2002-08-03);
- Policy on Complaints (2013-02-20);



- Policy on Orientation Governance (2013-02-24); and
- Policy on Sexual Harassment (2010-06-12).

*Seconded by Thomas*

**Motion Carried**

**12. MOTION by Gabriel Stavros to affiliate new clubs with the Engineering Society**

**WHEREAS** the club affiliation process was advertised to all students, especially affiliated clubs from the previous year; and

**WHEREAS** all the applications were reviewed by the President and VP Student Life to determine which clubs genuinely benefit the student body; and

**WHEREAS** only new clubs require approval from the Board of Directors to receive official Engineering Club status;

**BE IT RESOLVED** that new student clubs be affiliated with the Engineering Society for the 2013-2014 year.

*Seconded by Gordon*

**AMMENDMENT by Gabriel Stavros to replace the BE IT RESOLVED clause with:**

**BE IT RESOLVED** that the following clubs be affiliated:

- Ehappy
- Exoskeleton Design Club
- Skule Dance Club
- MSA
- Social Spark
- Thaqalayn Muslim Association

**BE IT FURTHER RESOLVED** that the following clubs be re-affiliated:

- Appassionista Music Group
- UofT Dev
- Supermileage Club
- ESA
- UofT Destination Imagination

*Seconded by Gordon*

**Amendment Carried**

**Motion Carried**



**13. Club Affiliation Process – Item for Discussion**

**Summary will be provided by Gabriel Stavros**

**14. Student-driven Referenda – Item for Discussion**

Summary of points discussed:

- We need multiple avenues for students to use as a last resort
- Multiple discipline attendance in the signatures
- Certain percentage of participation from each year
- Look into feasibility of actually enacting this
- Does this affect our fee diversion argument?

These topics will be further discussed and decided on by the BOD and Officer team and place a motion in the near future to address this.

**15. Inquiry into Financing of Orientation – Item for Discussion**

**Summary will be provided by Gordon Tattle and Gabriel Stavros**

Discussion main points:

- Issues of not getting all students then certain events can't be held.
- Sending the orientation budget out much earlier to EngSoc for review
- We do have a policy on orientation governance now, we should modify it such that the OC reports to not just VP Student Life and the President, but also the BOD.
- Much more accountability is needed internally for Orientation.

**16. ADJOURNMENT (7:25)**



## 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	AwR
Materials Science Representative	Vinson Truong	
Mechanical Representative	Evan Boyce	A
Mineral Representative	Ivan Zdravkovic	A
First Year	Marissa Zhang	
First Year	Darin Kutob	
First Year	Reza Boushehri	

**A – Absent**

**AwR – Absent with Regrets**

**P – Proxy**