

Minutes



November Board of Directors Meeting

1. Adoption of the Agenda

MOTION by Ernesto to move item 9 to new item 3 and amend it to:

MOTION by Oghosa create the Mature Students' Chair

WHEREAS it has been identified that mature students within the Engineering Society have a significantly unique background prior to university in comparison to other first years

WHEREAS issues such as isolation, lack of peer feedback and mental health concerns have been raised as strong factors that affect mature students

WHEREAS we currently have 115 students within our society that were born before 1991 (>24 years old). Of these 18 were born before 1987 (>28 years old),

WHEREAS there currently exist no structure within the Engineering Society to foster a positive experience for the mature students demographic,

BE IT RESOLVED THAT Bylaw 2, section 2.11, subsection t) be added to read:

t) The Mature Students' Chair, elected by the membership.

BE IT FURTHER RESOLVED THAT Bylaw 2, section 2.2.3, subsection b) be added to read:

b) The Mature Students' Chair

BE IT FURTHER RESOLVED THAT the responsibilities for the Mature Student Chair Ex-Officio include the following:

- Foster a sense of community amongst mature students within the Skule Community
- Promote/Organize events to increase awareness of mature students cohort

Seconded by Milan.

No objections.



Motion carries.

MOTION by Ernesto to add a motion:

MOTION by Ernesto to call for an accountability meeting on January 21st at 6:00pm.

No objections.

Agenda amended.

MOTION by Rachel to move item 12 as new item 4.

Raffi seconds.

No objections.

Motion carries.

Agenda adopted (1:49 PM).

- 2. Approval of the October Board of Directors Meeting Minutes (Appendix A)**

No objections.

Minutes approved.

- 3. ~~DISCUSSION ITEM on mature student issues within the faculty~~**

MOTION by Oghosa create the Mature Students' Chair

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- Foster a sense of community amongst mature students within the Skule Community
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BE IT FURTHER RESOLVED THAT nominations for the Mature Students' Chair be done in December and elections in the first week of January

BE IT FURTHER RESOLVED THAT a report be submitted by the Mature Student's Chair in conjunction with the Vice-President Academic for the purpose of evaluating the effectiveness of the position and for improvement.

BE IT FURTHER RESOLVED THAT the report is due by April 1, 2016.

Oghosa: There's an issue identified by a mature student. There's a document outlining the guidelines for the Mature Students Chair.

Peter S.: I am Pankaj K. Singh, I go by Peter. I am 40+ and father of a 3 and half year old. Once we did everything early because life was short. It makes sense as life expectancy is increasing and it makes sense in today's world to come to school in later times in life. There are about 125 students now in the engineering, who can be categorized as mature students. As per a sources number is increasing. These students are not older high school students. They have lived lives and some of them have might have higher education, army services etc. Problems begin as they come to the Skule: 1. Frosh does not suit them and they miss opportunity to create bond with peers; 2. Faculty meet with parents does not invite them as it exclusively is "parents meet with faculty", not family meet; 3. They keep falling isolated and results in: a. Poor performance; b. inferiority feeling; c. Sense of isolation; 4. It seems that we are in a wrong place. Some quit. What can be done? We talk about it, so that people understand that there is some problem. Recognize and define the problem: 1. Stigma; 2. They are not visible (missing from the posters, we do not celebrate them or their success; 3. Vulnerable, intimidated, feel inferior and afraid; 4. We need to understand that what is the mental state of these



mature students; 5. View of society and inside the skull is still that “study is for young”. To do that an advocate is needed. Who should try to make change in the Skule’s environment? Try to improve interaction between mature students and younger students. Outreach to the community with message that UofT is such a good place for second carrier, more of them come here, easier and easier they feel. University of Toronto Engineering has addressed ageism, racism, rights of LGBT, now perhaps it is the time to address ageism. People change branches of engineering, we assume that they might have made a wrong decision at first place. What if they want to correct the decision after 20 years of engineering practice? I heard one professor speaking “How many doctors come to Engineering?” I want to ask another question, “Are we ready?”

Ernesto: it is very evident that the need to represent mature students exist, we are a society that prides itself in being inclusive. Times have changed and current traditions are not inclusive. The spirit of creating the Chair is that we now have a face and advocate for mature students. He could advise the Orientation Chair or Faculty if there is a problem.

Ernesto amends:

BE IT FURTHER RESOLVED THAT elections for the Mature Students’ Chair be done in December.

Billy: Are there any upcoming elections?

Raffi: No, but there is exams.

Ernesto: We can have nominations in December, then do elections during Godiva Week.

Ernesto amends his amendment:

BE IT FURTHER RESOLVED THAT nominations for the Mature Students’ Chair be done in December and elections in the first week of January

No objections.

Amendment passes.

Milan: This motion needs to happen. Election by the Membership is my concern. I don’t think it makes sense for Mature Students’ Chair should be elected by the Membership.

Milan amends:

BE IT FURTHER RESOLVED THAT the Mature Students’ Chair be elected by the mature student body



Raffi: It's logistically impossible for only mature students to elect a chair. We would have to have a meeting for only mature students.

Ernesto: I agree with the issue, but the problem is we have the issue of self-identification. There is no clear line in what constitutes a mature student. We are assuming that only the people that are interested in this are going to vote. If we were to see something is going wrong, we can change it. For the first year, we should make it easier for us and let the Membership vote.

Raffi: Wouldn't it make more sense to have a club of mature students, as opposed to a chair?

Peter S.: We talked about making a club. A club does not have that sort of part to talk to the Chair of Engineering. We could if we have a speaker who represents mature students. It makes a lot of sense that only mature students do work for them, but many of the good things that have been done for the students have been done by students that aren't represented by them. The main important issue is that we bring this issue into the light.

Raffi: Doesn't this conflict with Bylaw 1, where we define membership? We only have three types of membership, but we don't really define what a mature student is?

Billy: We don't define what a fourth-year is for Fourth-year Chair.

Raffi: This is more ambiguous.

Billy: We would have to make necessary amendments.

Milan: I went into this amendment assuming the Mature Students' Chair is a mature student.

Milan moves to withdraw his amendment.

No objections.

Amendment withdrawn.

Oghosa: We felt that having a club would be hard to maintain over time. If it's directly embedded in EngSoc's structure, it's easy to maintain.

Raffi: Why is this under VPA instead of VPSL? It sounds more like student life issues.



Peter S.: The issue is that mature students don't interact with anything. Then I was pointed to a member of the AAC. Then we talked to other people, to Micah Stickle, then it seemed reasonable.

Ernesto: A lot of the issues are about academic advocacy. VPSL has more directors to oversee than VPA, so we're trying to balance it. Both ways is fine.

Ben: Why are we trying to create this as an Ex-Officio and not a Project Directorship?

Ernesto: Project Directors are task specific, not representatives. Many Ex-Officios are representatives.

Peter L.: If we have a need for it, there will always be a club for it. There's always a possibility that no one will run for it.

Peter S.: Can a club head go to the Faculty and request "this doesn't seem well", can they go to other schools and speak that we have an assembly for mature students? It would be understatement to say a club would say all the purposes.

Milan: There's no reason to say we can also have a club if people feel the need for it. At the end of the day this is a representative. They can go to faculty, other schools and present themselves as a representative

Peter L: We can look into if a club can do that. Mature students make up about 2% of student body, whereas international students make up about 30-45%. Should we also look at larger constituencies?

Ernesto: We have to look at things at a case by case basis. If international students feel underrepresented, we can do something. I'm an international student and I feel services by the CIE are good. This particular case really needs it.

Peter L: I don't know if chair is right way to go, but I don't have a solution.

Peter S.: These people are coming more and more in numbers. It is about the trend. More and more people will come to this university. Perhaps in future years we won't need this anymore. We need it because increasing people are afraid to do that. The basic problem is that we are trying to foster a social movement, not satisfying 150 people.

Peter L: I'm not opposed to the idea, but I don't know if this is the best way to go.



Raffi: I'm a firm believer if you want to try something new, you have to do it, but evaluate the effectiveness.

Raffi amends:

BE IT FURTHER RESOLVED THAT a report be submitted by the Mature Student's Chair in conjunction with the Vice-President Academic for the purpose of evaluating the effectiveness of the position and for improvement.

BE IT FURTHER RESOLVED THAT the report is due by April 1, 2016.

Milan seconds.

No objections.

Amendment carries.

Ben: Other examples where we created an initiative, like Alumni Outreach, we created something temporary before creating something permanent. There's nothing in the bylaws to create a temporary Ex-Officio. I think this is something to consider.

Milan: The role of Alumni Outreach is different. This is an issue of representation. I don't see this as a logistical issue for EngSoc.

Raffi: The University or Faculty doesn't do much to accommodate mature students. I think we need to give this position some kind of weight or power.

Ernesto moves to call question.

No objections.

Question called.

Ben and Peter L. abstain.

Everyone else in favour.

Motion carries.

4. ELECTION of the Mental Wellness Director (recommendations in Appendix L)

Rachel: One of the things I wanted to tackle was mental wellness. I wanted to host events every month, but it was taking a lot a time and I felt I wasn't doing



it due diligence and felt it called for a director. We did a call for director, had 20 applicants and did 12 interviews.

Avineet was elected.

5. **Approval** of the Finance Committee Meeting Minutes (Appendices B)

No objections.

Minutes approved.

6. **Approval** of the Academic Advocacy Committee Meeting Minutes (Appendices C1-C2)

No objections.

Minutes approved.

7. **Approval** of the Policies and Structures Committee Minutes (Appendix D)

No objections.

Minutes approved.

8. **Approval** of the Affiliation Committee Minutes (Appendices E)

No objections.

Minutes approved.

9. **Officer & Orientation Reports**

- a. President – Ernesto Diaz Lozano Patino (Appendix F)

Milan: What services are from SGSU?

Ernesto: Winterfest.

Raffi: Can I submit a verse?

Ernesto: Yes.

Raffi: Why do you feel the UTSU does not represent St. George students?

Ernesto: There's a lack of unity on this campus. The St. George round table was created. UTM has the UTMSU to speak for them.



Raffi: If UTMSU were to leave, would the St. George round table dissolve?

Ernesto: No, but SGSU would not move forward

Raffi: UTM can get 500 signatures to call another general meeting. there's a possibility we'll have to rally again.

Billy: Any discussion of that at UTSU board meetings?

Raffi: Not to my knowledge.

Twesh: For the referendum, what are you expecting students to say? How will it be worded?

Ernesto: There will have to be more background on why we have to pay. There will be context.

Twesh: Will that be money they will otherwise pay the UTSU?

Ernesto: It's additional, but maybe a dollar.

Twesh: Who is in the round table?

Ernesto: Colleges and first entry professional faculties. Not law or medicine. We want to have them part of the round table, but we'll have to consult them.

Twesh: Will the AGM be in November next year?

Ernesto: It will be in February.

Raffi: The question for the referendum will have to be posed in the positive.

Kevin: I know it's only \$1, but for Blue Sky we heard of someone wanting to get back their 13 cents. I want to caution that if all they see is UTM and UTSU bickering, there might face backlash from that side.

Ernesto: We have to tackle those things before the AGM.

Raffi: Be careful with quorum requirement for the referendum. There is a lot of apathy.

- b. VP Finance – Rachel Reding (Appendix G)
- c. VP Communications – Reena Cabanilla (Appendix H)



- d. VP Academic – Oghosa Igbinakenzua (Appendix I)
- e. VP Student Life – Madeleine Santia (Appendix J)

Raffi: How was the parking spot?

Maddy: Think it's kind of a fail. People are not really using it.

Raffi: Hopefully it's better in second semester.

Maddy: I'm going to send out a reminder in second semester.

- f. Orientation Chair – Milan Maljkovic (Appendix K)

Ernesto: Consent was not an issue in the incident?

Milan: Yes. She indicated she was not comfortable and he left. I saw her later in the week, so it doesn't seem to be a big issue but it does raise flags.

10. MOTION by Raffi Dergalstanian to elect two (2) Directors the Board to the Election Rules Committee

WHEREAS bylaw 3, section 8.0.1 states: 8.0.1. There shall be an Election Rules Committee, comprising:

- a. The CRO;
- b. The President;
- c. The Speaker of the Board; and
- d. Two (2) Directors of the Board.

WHEREAS it would be prudent for the Office of Returning Officers and the Election Rules Committee to begin their work on the Official Election Rules immediately.

WHEREAS the Official Election Rules must be approved by the Board of Directors at the January Board meeting.

BE IT RESOLVED THAT the Board of Directors elect two (2) of its own members to this committee.

BE IT FURTHER RESOLVED THAT the committee begin its work immediately and present the Official Election Rules pending approval at the January Board meeting.

Rob seconds.



Raffi: We need to write the election rules for the officer and spring elections. The old ones are outdated. Note that if you do decide to run for this, you won't be penalized for running for any positions.

No objections or abstentions.

Motion carries.

11. **ELECTION** of the Election Rules Committee members

Nominations: Milan, Twesh, Oghosa

Elected members: Milan, Twesh

12. **MOTION by Madeleine Santia to accept the affiliation of new clubs within the Engineering Society**

WHEREAS the Policy on Club Affiliation requires that Trial Status clubs within the Engineering Society apply and for Full Status Engineering Club designation after a 4 month period; and

WHEREAS this round of Trial to Full Status club affiliation was advertised to all Trial Status clubs; and

WHEREAS all applications were reviewed by the Affiliation Committee to determine eligibility and merit with respect to the Policy; and

WHEREAS only Trial to Full Status student clubs recommended for affiliation require approval from the Board of Directors to receive official Engineering Club Status;

BE IT RESOLVED THAT the recommendations provided in the latest revision of the Club Affiliation Report, November 2015 (Appendix E) be adopted

Peter L. seconds.

Maddy: The three clubs being approved are the UofT Steel Bridge Team, Skule Dev, and UT Industry Insights. They are all doing a lot events.

No objections or abstentions.

Motion carries.

13. **MOTION by Ernesto Diaz Lozano to hold a referendum on a 2 day Fall break**



WHEREAS the University of Toronto Student's Union recently held a referendum on the topic of implementing a campus wide Fall Reading week, and

WHEREAS an overwhelming majority (92.5%) of the students that voted supported the implementation of a Fall Reading week, and

WHEREAS the referendum had a significant voter turnout (22%), therefore it is a legitimate representation of the students' opinion on the matter, and

WHEREAS implementing a full reading week in the fall is challenging in the Faculty of Engineering because of CEAB requirements, and

WHEREAS the UTSU referendum was campus wide and thus does not provide a clear indication of the position of engineering students on the matter,

BE IT RESOLVED THAT the Engineering Society Board of Directors authorizes the Chief Returning Officer to conduct a referendum asking full-time and part-time members of the Society whether they wish for the Faculty of Applied Science and Engineering to create a 2 day Fall break, in lieu of a full Reading week

BE IT FURTHER RESOLVED THAT the referendum is to be held during the upcoming Officer elections; the final wording of such to be set by the Office of Returning Officers in consultation with the Faculty of Applied Science and Engineering and the Officers of the Society and ratified by the Board of Directors at the January 2016 meeting.

Raffi seconds.

Ernesto: We discussed this at large by email. The consensus was a full reading week was highly unfeasible. A two day break can be done without any major change to timeline of Orientation or anything else. This is showing that EngSoc is responsive to voice of students and being proactive. If students don't support this, we can reevaluate it. A concern that was brought up was that the Faculty could remove the engineering study day. The OROs should come up with the wording because I want the ORO to engage the committees in consultation with the Faculty.

Kevin: 22% of all campus students voted and 92% said yes. We have no idea of what percentage of that is engineering students?

Ernesto: Yes.



Milan: What is being ratified? The referendum or wording?

Ernesto: The referendum is to be held during the upcoming officer elections. Let's remove that semi colon and move it after "Officer elections".

Twesh: I was told that we couldn't vote on this referendum.

Chris: I tried to go on this website and vote against it, but couldn't vote because I'm an engineering student.

Ernesto: Engineering students that are part-time members can't vote, but this one should be more tailored to engineering students.

No objections or abstentions.

Motion carries.

14. SPECIAL MOTION by Ernesto Diaz Lozano to amend Bylaw 2: The Directors Bylaw to mandate directors to produce transition reports.

WHEREAS effective transitioning is one of the largest challenges the Engineering Society faces, and

WHEREAS there is currently no clear indication that directors need to write transition reports, and

WHEREAS Bylaw 4, Section 1.0.1, subsection c reads: [The president is responsible for:]

c) Transition of the Engineering Society and,

WHEREAS it is reasonable that the ultimate responsibility for transition lies on the President for accountability purposes, however, there also needs to be a clear responsibility for each director to proactively participate in the transition process by writing transition reports,

BE IT RESOLVED THAT Bylaw 2, Section 1, subsection 1.0.2 be added to read

1.0.2 All project directors must submit transition reports in accordance to the guidelines for transition reports prepared by the President.

Milan seconds.

Ernesto: Transition is a big challenge. We want to cut that cycle and push our directors to make more effective transition reports. Directors have to follow



the transition report guidelines, but that doesn't mean we'll give them a template. We'll tell them this is the 5 or 6 things that they have to include in their report, then it's up to them what else they want to include. We'll ask them to include a description, timeline, summary of issues, a section on finances. We'll ask them to submit a first draft in January. In February we'll go through them with Rhonda and see if there's anything they need to include. In March, they'll issue their final versions. I'm amending the bylaw to make it more legitimate.

Opposed: John

Abstained: Ogi

In favour: Everyone else

Motion carries.

15. SPECIAL MOTION by Reena Cabanilla to amend Bylaw 4, the Officers Bylaw

WHEREAS the Policy and Structures Committee has reviewed and revised Bylaw 4

BE IT RESOLVED THAT the revised version of Bylaw 4 as presented in Appendix M be adopted.

Raffi seconds.

No objections or abstentions.

Motion carries.

16. SPECIAL MOTION by Billy Graydon to amend Bylaw 1, the Constitution to allow for no Board meeting in December

WHEREAS Bylaw 1 Section 4.6.1. mandates that the Board meet at least once each month during the academic year

WHEREAS the Board has not held a meeting in December for 3 out of the 5 years it has existed, contrary to that clause

WHEREAS the December meeting last year carried no substantive motions;

WHEREAS scheduling of the December meeting conflicts with examinations, as well as Board members leaving for the holidays



BE IT RESOLVED THAT Bylaw 1 Section 4.6.1., which currently reads:
4.6.1 The Board of Directors shall meet at least once a month during the Academic Year.

be amended to read:

4.6.1 The Board of Directors shall meet at least once a month during the Academic Year, except for the month of December

Raffi seconds.

Billy: I'm proposing this because it needs to pass if we do not want to have a meeting in December. If we pass this, we have the option of holding a meeting in December or not.

Raffi: Doesn't the Corporations Act say we have to meet at least once a month?

Billy: If it does, our bylaws are already contrary to that because it says we do not have to meet in in the summer.

Kevin: If you pass it, I don't see it being likely that people will have a December meeting. If you do allow it, there will be zero chance we will have one. If we're supposed to be meeting in December, we'll meet in December.

Raffi: But what's the point?

Billy: I also received a number of emails from members that have a lot of conflicts in December and counting towards quota for missing meetings. I can't find it in the OCA.

Ernesto: Same. It only says we have to have a shareholders' meeting.

Kevin: Why isn't that an issue for April?

Billy: A combination of exams and people going away for holiday. In April we generally hold it after the JCM.

Kevin: Is it unreasonable for the Board meeting to happen not at the end of the month and push the January one at the beginning of the month?

Ernesto: I think we should discuss if we want this to be an option.

Andrew: What about the option that absences are not counted?



Billy: Officially we would need a different bylaw amendment. The other option is that we have a clause where Speaker has authority to not count that absence. We don't have a set of guidelines to of when to use that.

Kevin: My personal preference is that we still keep it. If we want to, explore options like using your discretion, but to explicitly state we don't have to have one sets precedent that we don't have a meeting in December ever.

In favour: Reena, Rob, Rachel, Andrew, Maddy, John, Victoria, Twesh, Chris

Opposed: Ernesto, Kevin, Milan, Jason, Amy, Ben

Abstained: Aidan, Peter L., Apurv, Ogi, Oghosa

Motion fails.

17. DISCUSSION ITEM on whether and when to have a December meeting

Billy: We don't have an option of whether we want to. One option is the 13th, there were concerns. Are there any other dates?

Options seem to be the 6th, 12th, 17th.

Most people in favour of the 12th.

Next meeting will be on December 12th, at 1:00-2:00pm.

18. MOTION by Ernesto to call for an accountability meeting on January 21st at 6:00pm.

Ernesto: We didn't give a 21 day notice for the November accountability meeting, so it was cancelled. A concern was brought up by a Member. It's a chance for Members to provide feedback. The proposed time is January 21 at 6:00pm. We want the Board to make a decision.

Raffi: An Accountability Meeting can be called a meeting for the purpose for recall with 100 students signatures. I completely disagree that it's used for feedback. They have emails, office hours.

In favour: Rob, Amy, Aidan

Opposed: Victoria, Ben, Peter, Kevin

Abstained: Everyone else



Motion fails.

19. OTHER BUSINESS

20. ADJOURNMENT

Rob moves to adjourn.

Aidan seconds.

Opposed: Jason, Oghosa

Abstained: Peter, Ben, Apurv

In favour: Everyone else

Meeting adjourned (5:12 PM).



Attendance

Officers		
President	Ernesto Diaz Lozano Patino	
VP Finance	Rachel Reding	
VP Communication	Reena Cabanilla	
VP Academic	Oghosa Igbinakenzua	
VP Student Life	Madeleine Santia	
Directors of the Board		
At-Large	Kevin Rupasinghe	
At-Large	Ryan Gomes	AwR
At-Large	Aidan Solala	P
At-Large	John Sweeney	P
Chemical Representative	Jason Tang	
Civil Representative	Peter Luo	
Computer Representative	Milan Maljkovic	
Electrical Representative	Andrew Boetto	
Engineering Science Representative	Apurv Bharadwaj	P
Industrial Representative	Benjamin Leung	
Materials Science Representative	Amy Zhao	
Mechanical Representative	Robert Goldberg	
Mineral Representative	Ognjen Kelec	P
First Year	Victoria Cheng	
First Year	Chris Choquette	
First Year	Twesh Upadhyaya	
UTSU Representative	Benjamin Coleman	A
Speaker (Non-Voting)	Billy Graydon	
Members of the Society (Non-Voting)		
Chief Returning Officer	Raffi Dergalstianian	
	Peter Singh	
	Avineet Randhawa	
	Adham Husseini	
	Yashii Kaushik	

A – Absent

AwR – Absent with Regrets

P – Proxy

CSIF:

1. Baja Team

(Very long email correspondence....)

Hello Rachel,

We spoke on Thursday about the problems the Baja Team had with attaining funding. To summarize our conversation, I talked about how we never received the email informing us of the time and date of our pitch, causing us to miss the pitch. I've included the complete series of emails in which we corresponded with Ribhu following the missed pitch; the email we sent on November 11th is the last email, as it did not receive a response. Specifically on October 19th and November 5th, Ribhu failed to mention that an appeal process exists for situations such as ours, and so we were not able to request an appeal in time for the November Finance Committee meeting. So, we would like to appeal the decision made on our funding, and we hope that at your December Finance Committee meeting you will reconsider the rejection of our funding application.

Thank you very much for your help! We greatly appreciate it. If there is any other information you need from us, please let me know.

Decision Notes: Allocate \$1500

Reason being: No proof of expansion warranting an increase in funding has been presented, but it is a club that has shown longevity so we will fund same amount as last year.

2. IIE: (Institute of Industrial Engineers)

Very first email-

On behalf of the University of Toronto Institute of Industrial Engineers I would like to submit a formal petition regarding the funding decision made by the Engineering Society in relation to the CPSIF application. IIE UofT missed it's pitch during the CPSIF funding process and we feel as though that negatively impacted the outcome of our funding application. IIE UofT missed it's pitch on October 18th due to myself never seeing the email regarding the scheduling of the Pitches. At some point early this semester my UTOR Webmail account had been changed so that there was a clutter inbox as well as my regular inbox. I had been forwarding all my emails to my iphone/mac and I was checking them on this account, but only the regular inbox was being forwarded and not this new clutter inbox. The emails regarding the pitch went to my clutter inbox and I never saw them until after the pitch had already occurred. We would be happy to meet with you to discuss IIE UofT and how we help students to expanding their network and receive training of technical skills in high demand.

Second email- (they want a response)

I am just checking to see if you received my email from last week regarding the CPSIF Funding. As i had mentioned in the previous email, we would like to submit a petition regarding the funding decision made by the Engineering Society. Please let me know any further steps we should be taking to begin this process.

Decision Notes: Apply in Winter round

Special Projects:

1. Concrete Canoe:

“I am writing to you on behalf of the University of Toronto Concrete Team requesting special projects funding. Please find attached our special projects funding application for a new air compressor, our budget as a spreadsheet, the manual for the requested compressor, and the sponsorship package for the club. If you have any questions about the application, please feel free to contact me. Take your time to consider the application, and we look forward to hearing your reply.”

Decision Notes: Funding Granted

Reason being: Long term investment with thorough and well-detailed application, will benefit future students and projects for concrete canoe as well

2. Mechatronics Design Association:

The Mechatronics Design Association (MDA) would like to apply for Special Projects Funding for the 2015-2016 school year.

MDA is an engineering design club that designs an Autonomous Underwater Vehicle (AUV). We promote a multidisciplinary environment where students with an interest and passion in mechatronics and robotics can come together and participate in the annual international RoboSub competition. The opportunities we provide to apply in-class knowledge learn mechatronics principles, and develop professional contacts through our industry and alumni network greatly improve student experience for members of the Engineering Society.

We are asking for \$8,500 to fund a number of purchases this year. First, we want to replace the last 4 of our nine-year-old BTD-150 Thrusters with a new set of 4. The ones currently in use are worn down and have reached the end of their product lifespan, which will significantly affect our

competition performance. Our design for this year's AUV will incorporate the 4 BTD-150 thrusters we purchased last year using the Special Project fund and the 4 new BTD-15 thrusters we will purchase this year to bring our AUV thruster complement back up. Our next AUV design iteration will be implementing more thrusters than we have previously used to improve performance, manoeuvrability and speed.

Second, we want to purchase a FPGA DE0-Nano-SoC Kit and a waterproof Ethernet tether for our electrical team. The FPGA will go towards increasing overall AUV capabilities to accommodate the additional work MDA will be doing with a growing membership base of over 200. The Ethernet tether is used to communicate between our AUV and laptop during testing which is difficult due to a poor connection. The current Ethernet tether no longer reliably functions due to usage over 10 years.

Finally, we want to purchase two machine vision cameras for our software team, to upgrade our current eight-year-old webcams and to increase resolution for improved vision segmentation. We expect to use these machine vision cameras in several design iterations in our future AUV designs.

With these purchases, we will better represent our club and the University of Toronto as a whole on an international level, as well as improve our members' experience at MDA by providing them with better and more reliable components to work with.

Attached is a detailed budget including all of our projected revenues and expenses. Any questions about our request can be directed to this email.

Thank you for your time and I hope to hear from you soon,
Ira Gomenyuk
Vice President of Finance
Mechatronics Design Association

Decision Notes: Please re-apply in January because there is not enough information in the application. The committee is requesting a more itemized budget that is specific to the special project funding request (i.e. please don't include other items in your operating budget), and provide quotes for the products requested. Additionally, \$8500 is more money that EngSoc is willing to give one group for special funding. Please reevaluate what your absolute needs are, and prioritize for us the items that you are requesting for.

Conference Funding Requests:

1. TBoG:

Hi,

We are writing to apply for conference funding for the coming Great Northern Concrete Toboggan Competition. We are hoping to receive \$2000 this year in order to offset the costs of attending GNCTR at the University of Ottawa. Please find the conference funding letter in the attachment.

Decision Notes: Funding Granted

Reason being: Very thorough application with good justification for conference and impact on Skule/UofT community.

2. Amir Kharazmi for AIESEC:

AIESEC is world's biggest student-run organization and it is a platform for youth leadership development and global internships. I am part of the executive board for AIESEC Toronto for 2016 year and to start of my Vice Presidency role, we are required to attend the National Congress, which is hosted in Vancouver this year .

Conference description : *"Bringing together Canada's most motivated student leaders for a five-day event, National Congress is an annual national conference that takes pride in partnering with organizations and companies that see value in fostering a connection between students and their global community."*

Conference website : [NC 2016](#)

Benefits for attendees : Attending the conference is a terrific opportunity to meet students from more than 30 AIESEC chapters around Canada. As students we are quite often very disconnected from the students from the West coast and this is a great opportunity to network with our peers. Furthermore, there will be strong industry presence at the conference (from alumni and sponsors) which will be beneficial towards the careers of the attendees.

Benefits for Skule community : In terms of engineering-specific benefits, I am the only engineering student attending the event from University of Toronto. Through my activities with AIESEC, I have been able to establish contacts from Queens University, Laurier University and University of Waterloo as well as contacts outside engineering within University of Toronto. These contacts have helped me with other club activities within the engineering community. For example, as UTEK director, I found that my counterpart in Waterloo is also in AIESEC. This has really smoothed the UTEK-OEC transition so far.

Costs:

- Airplane ticket : 599.60 CAD

- Conference fee (includes food, accommodation and administrative fees) : 368.00 CAD
Please see attachments for proof of payment.

Amount requested: I would like to request the maximum amount of 200CAD.

Decision Notes: Funding Denied

Reason being: The committee has decided that there does not appear to be a quantifiable benefit to the Skule community or the University of Toronto as a whole

Officer Reports

PRESIDENT REPORT- DECEMBER 2015
Submitted to the Board of Directors



UNIVERSITY OF TORONTO
ENGINEERING SOCIETY

REVISED: December 12, 2015



ABOUT THIS REPORT

This report summarizes the activities of the President between the November 29, 2015 Board of Directors Meeting and the December 12, 2015 Board of Directors Meeting. Throughout the 2015-2016 Academic Year, the President will submit monthly reports in a similar format to the board.



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1. Vision

A society that democratically represents its members, engages students to volunteer and participate, continuously improves the services it provides, and maintains the traditions of the engineering community.

2. Goals

Setting goals is a key step for defining translating the high-level vision of the society into concrete actions. Goals can be measured by developing performance indicators to assess the effectiveness of any decision taken.

Table 1 summarizes the goals, and its associated elements and action items, and it also assigns a responsible overseeing officer to each item. This is done to ensure each officer knows what elements of the overall vision are they responsible for.

Table 1 Summary of Goals

Goal	Element	Action Item	Overseeing Officer	December Update
Goal 1: Engagement	Mentorship	Facilitating effective transitioning	<i>All</i>	Bylaw 2 amendment and guidelines established to improve transition reports
		Revising nomination procedure	<i>President</i>	CRO will work on this over the winter break
		Establishing a cross-collaboration platform for mentorship coordinators	<i>VP Academic</i>	Meeting of mentorship coordinators organized by VP Academic
	Volunteer Appreciation	Organizing appreciation events	<i>President</i>	Winter council retreat scheduled, awards ceremony on the works
		Increasing the promotion of the Engineering Society Awards	<i>VP Communications</i>	Will be worked on closer to the time
	Personal and Professional Development	Enhancing role descriptions	<i>All</i>	This has been considered in all the advertised positions so far



Goal	Element	Action Item	Overseeing Officer	December Update
		Reviewing the outreach strategies to promote opportunities	<i>All</i>	This has been considered in all the advertised positions so far, great turn out (Faculty Council Standing Committees, Finance Committee, Professional Outreach)
		Establishment of a Policy and Structures Committee with regular meetings and clear roles	<i>VP Communications</i>	Policy and Structures Committee has been very active, with monthly meetings
Goal 2: Transparency and Accountability	By-Law and Policy Revision	Improving documentation sharing practices	<i>VP Communications</i>	VP Comm has been very diligent in uploading all documents and is exploring options to make it documents more accessible
		Mapping the business processes for our main operations	<i>VP Finance</i>	This will be incorporated in the review of the Society's operations as per the latest amendment of Bylaw 6
		Open door policy	Incorporate Open door policy	<i>All</i>



Goal	Element	Action Item	Overseeing Officer	December Update
Goal 3: Advocacy	Officer Videos	Produce monthly videos with updates about officer's activities and relevant aspects of the society's operations	<i>All</i>	Monthly videos have been released, uploaded to skuletube
	Ombudsman	Improve promotion of role	<i>All</i>	Ombudsman has plans to put easels in computer labs to increase awareness
	Faculty Council	Highlighting Faculty Council membership in the role of Class Representatives	<i>VP Academic</i>	Training for class reps during all candidates meeting highlighted this
		Involving discipline clubs in communication and outreach strategies	<i>VP Academic</i>	VPA Has worked closely with Discipline Clubs through the AAC to select and appoint representatives for Standing Committees
	Standing Committees	Establishing a comprehensive outreach strategy to promote the available positions	<i>VP Academic</i>	Standing committee representatives appointment procedure was revisited and included an outreach strategy, very successful, lots of applicants.



Goal	Element	Action Item	Overseeing Officer	December Update
Goal 4: Unity	Mid-Course Evaluations	Developing a training program for appointed committee representatives	<i>VP Academic</i>	VPA developed and executed a successful training session for committee representatives
		Creating clear communication and reporting channels	<i>VP Academic</i>	AAC minutes have been diligent in summarizing updates from FCSC reps
		Implementing a comprehensive consultation effort	<i>VP Academic</i>	After first round of mid-course evals, AAC to review feedback and work on improvements
		Establishing a deployment plan	<i>VP Academic</i>	Deployment plan for next semester to be adjusted based on learnings
	Consultation	Increasing participation in the Skule Census	<i>President</i>	Will work with Ombudsman on this topic
	Collaboration Across Discipline Clubs	Establishing periodic meetings between officers and club chairs	<i>President</i>	Will schedule meeting for next semester
		Restructuring the Academic Advocacy Committee	<i>VP Academic</i>	Accomplished in the May board meeting
		Evaluating the option of a board reform	<i>President</i>	Determined to be an unsatisfactory solution by the discipline club chairs
	Collaboration between directorships	Overseeing officers identifying opportunities for directors to collaborate	<i>All</i>	Opportunities identified as we go, not a comprehensive effort has been made.



Goal	Element	Action Item	Overseeing Officer	December Update
	Collaboration between affiliated clubs	Organizing events for club executives to meet	<i>VP Student Life</i>	Clubs orientation day was run on September 19 to facilitate this
		Highlighting to clubs the importance of collaboration	<i>VP Student Life</i>	VPSL has encouraged clubs to collaborate, new policy incorporates an onus of differentiation that should foster this
		Design Teams Association	<i>VP Student Life</i>	VPSL working closely with Design Teams Association addressing their concerns and working on initiatives
		Revising the Club Affiliation Policy	<i>VP Student Life</i>	New policy adopted at the June BoD meeting
Goal 5: Representation	University Affairs	Pursue fee diversion	<i>President</i>	Signed Associate Membership Agreement with UTSU to get 50% of our UTSU membership fees

Goal	Element	Action Item	Overseeing Officer	December Update
	Professional Outreach	Increase representation and increase involvement of EngSoc in Engineering Policy	<i>President</i>	Professional outreach director has worked on establishing team, and is in communication with OSPE to discuss opportunities for collaboration
	Alumni Outreach	Build and define a strategy to connect and engage effectively with Alumni	<i>President</i>	Working with Alumni Outreach to define communication strategy to connect with alumni.

3. Collaboration with Officers

This section summarizes major collaboration initiatives between the President and the officers of the society.

3.1. VP Student Life

3.1.1. Godiva Hymn Competition

Great turnout 53 online submissions, 1 paper. Go to Cannonball to find out the winners!

3.1.2. Capstone Integration Proposal

We had a meeting and established a way forward for this project, will give comprehensive update in January.

4. Faculty

4.1. VD Undergrad

Professor Tom Coyle is the Vice Dean Undergraduate of the Faculty of Applied Science and Engineering. He is our main liaison with the faculty. The President will be meeting him regularly (monthly) through the year to keep good communication and discuss major issues brought up by students.

4.1.1. Meeting Summaries

Table 2 summarizes the agenda as well as notes from the meetings with the Vice Dean Undergrad, Prof. Tom Coyle.

Table 2 Vice-Dean Undergrad Meetings Summary

Meeting Date	Attendees	Agenda	Notes



<i>Meeting Date</i>	<i>Attendees</i>	<i>Agenda</i>	<i>Notes</i>
<i>April 14, 2015</i>	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Díaz Lozano 	<ol style="list-style-type: none"> 1. Introductions 2. Concrete Canoe team ECF Ban 3. Space allocation issues 4. General Updates 	<ol style="list-style-type: none"> 1. Introduced the VP's and the main items in their portfolios, as well as high level plans for the year 2. It was discussed that Concrete Canoe would send an email explaining the situation would not happen again. Strategies for preventing this situations in the future were also discussed, including making club leaders more aware that printing benefits should be reserved for club activities only 3. A follow up meeting on this topic was scheduled 4. Agreed to have monthly meetings
<i>May 19, 2015</i>	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Díaz Lozano 	<ol style="list-style-type: none"> 1. General Updates 2. Plans for 2015-2016 3. Financial 4. Other Business 	<ol style="list-style-type: none"> 1. Updated Prof. Coyle on orientation and transition, as well as standing committee reps appointments. 2. Discussed high level goals for the society. Also discussed Mid-course evaluations project. Prof. Coyle suggested to allocate more time to develop effective questions. 3. Discussed Skule Endowment Fund refunds. EngSoc is exploring the option of doing electronic refunds, but will need a secure way to collect students' accounts, the Faculty may be able to provide assistance. Also discussed the Levy Fund, some provincial regulations will affect how we allocate funds (only projects that can be used for extra-curricular activities will be funded, academic projects can only be funded if they are available for students outside of class hours). Briefly discussed the Centralized Club Funding: only disciplines not on board are ECE and Aerospace.
<i>May 21, 2015</i>	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Díaz Lozano - Steve Miszuk - Estelle Oliva-Fisher - Maddy Santia 	<ol style="list-style-type: none"> 1. Events in SF Atrium impacting classrooms 2. Clean up after SUDS pub nights 3. 256 McCaul Clubs' space 4. Other Items 	<ol style="list-style-type: none"> 1. Events last year caused problems with a professor in SF1105. Will work with directors to book events in advance and try to avoid booking during class hours, if not possible, will look at improving communications to prevent conflicts from escalating. We made clear the importance of the space for us and that these events constitute a core element of student life. 2. They expressed concerns of the atrium being in very poor conditions after SUDS, and the fact that it doesn't get cleaned until the Monday after. 3. Space is constrained, will look at strategies for clubs to collaborate and optimize use of space.



<i>Meeting Date</i>	<i>Attendees</i>	<i>Agenda</i>	<i>Notes</i>
June 9, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. Orientation 2. Plans for 2015-2016 3. Financial 4. PEO Temporary teaching license 5. Parking space for EngSoc 6. Space discussion follow-up: Design Team association 	<ol style="list-style-type: none"> 1. It was discussed that Orientation was working on leadership development, and going through a chants and cheers revisions. Further, this year more collaboration with other colleges will be explored- in an attempt to change the tone of the rivalry. Prof. Coyle liked this approach 2. The goals summary table was discussed 3. Prof. Coyle noted that all the members in the Skule Endowment Fund committee are very busy people and it may be challenging to organize meetings with them. He will follow up on how the faculty can support us run the Refunds. Centralized club funding pitches will be happening this week. 4. Last year it was discussed EngSoc would be willing to make a formal statement defending the professors that may be affected by changes in Licensing, so this was briefly discussed. EngSoc is still ready to issue a statement if need be. 5. The possibility of obtaining a parking spot that EngSoc would make available to its affiliated clubs and directors was discussed. Follow up meeting with Estelle,. 6. A second meeting with the Design Teams will be organized by Prof. Coyle to explore a general approach to accommodate design team needs (modifying CEIE may not be feasible).



<i>Meeting Date</i>	<i>Attendees</i>	<i>Agenda</i>	<i>Notes</i>
July 14, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. Orientation 2. Academic 3. Student Life 4. Financial 5. Mental Health Task Force 6. Security Discussion: SF Break-In 	<ol style="list-style-type: none"> 1. Kit sales have been a huge success, all early birds got sold out impressively quickly. There was also a discussion about the Mental Health Event, Prof. Coyle is on board with the idea. 2. The memorandum for Capstone Integration was discussed. Prof. Coyle mentioned there is a group, led by prof. Berninad from MIE, called Engineering Design Education Group, who is looking at strategies to give credit for extracurricular activities. The proposal will be a perfect fit for this effort. 3. The Godiva Hymn competition was discussed, Prof. Coyle is very happy with the idea. Also, the Design Team Association meeting was discussed. He felt the transportation discussion was very productive (DTA is looking into getting a vehicle). The space discussion is challenging. He suggested that the problem be broken into smaller problems for individual clubs, prioritized (priority one being those moved from 256 McCaul to CEIE). He also emphasized the need for EngSoc to be more open about the process to allocate space. 4. Prof. Coyle will help us look into refunds for SEF, so that the faculty helps us collect account information from students. 5. Our VP Finance is leading the appointments. 6. The BoD meeting will be discussing strategies to enhance security in SF.



<i>Meeting Date</i>	<i>Attendees</i>	<i>Agenda</i>	<i>Notes</i>
August 11, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. Orientation 2. Academic 3. Student Life 4. Communications 5. Financial 6. Security Committee 7. Equity training 8. Other business 	<ol style="list-style-type: none"> 1. Several updates from Milan. Frosh kits have passed the 600 mark, aiming for 1000. Orientation team undergoing cheers review, will submit report with findings to EngSoc for future reference. Risk assessment completed with Office of Student life. Leedur training document complete to compliment leedur training sessions. Working with UTSEC to secure resources on consent and sexual harassment. 2. Casptone Integration proposal discussed, as well as anti-calendar and mid-course evaluations demo. Prof Coyle suggested that Lisa takes a look at the questions. The task force on career services was also discussed, the goal is to reconstitute it by September and have it active in the Fall. 3. The first topic discussed was around the design team space. The largest concern is that the expected space in CEIE may not be suitable for teams that need to do fabrication over a period of multiple days. Prof. Coyle says that it can be worked out with scheduling, and that this may need to be worked out as we move into the new building. The main point was that we should compartmentalize the problem and focus on the affected groups. The clubs orientation day was also discussed, it is scheduled for September 4. 4. Officer videos were briefly discussed; Prof. Coyle has a link to them. 5. Prof. Coyle has been doing some research on the feasibility of the faculty supporting with the SEF refunds, not luck so far, but will keep looking into it. The possibility of the Faculty financing EngSoc to attend CFES or ESSCO conferences was also discussed, EngSoc will draft a more comprehensive proposal on this. 6. The cameras proposal was discussed. Due to privacy issues, it is unlikely that EngSoc will be given access to security footage. Campus police would be the ones to manage the cameras. Will follow up with Steve. 7. EngSoc officers underwent equity training during August 6.



Meeting Date	Attendees	Agenda	Notes
September 16, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. Orientation Recap 2. Academic <ol style="list-style-type: none"> a. Capstone integration b. Mid-course evaluations c. Decanal review on career 3. Student life <ol style="list-style-type: none"> a. Noise complaint form b. Clubs orientation day c. CEIE Design space d. Godiva Hymn Competition 4. Financial <ol style="list-style-type: none"> a. SEF Refunds b. TIF revised application 5. Security Committee 6. Other business <ol style="list-style-type: none"> a. Awards ceremony b. Audit c. UTSU Fee agreement 	<ol style="list-style-type: none"> 1. Financially successful. Awaiting feedback from the First Year office. Issues: complaint by email was resolved (letter shared with complainant), a student had dye in her eye and was treated in her lab. Should look at precautions for next year's full immersion (maybe goggles). 2. Academic <ol style="list-style-type: none"> a. Still compiling information on how Capstone works, Multidisciplinary capstone is a very viable avenue. b. VP Academic evaluating how to bring the initiative to Faculty Council c. Not a task force, it is a review. 3. Student life <ol style="list-style-type: none"> a. All students will be using this form for PIT bookings. For room bookings, students are encouraged to discuss with ACE what they need and ACE can help them find the appropriate space. b. Scheduled for this Saturday. c. Letter was sent to Prof. Coyle, Steve has a response will be shared with EngSoc. Prof. Coyle will discuss with Steve that EngSoc is interested in joining the conversations on how the vacated space will be used. d. Meeting with Sonia and Michelle from Dean's office to discuss this Friday. 4. Financial <ol style="list-style-type: none"> a. Keep discussing. Send short explanation of the problem. Explore the email transfer option. b. Modified TIF to include requirement of equipment being available outside of class hours, TIF package will be sent out by the first week of October. 5. Security Committee will have a meeting to finalize the discussions. 6. Other business <ol style="list-style-type: none"> a. Awards event is on the works b. EngSoc's audit has been completed. c. About to sign agreement.



Meeting Date	Attendees	Agenda	Notes
October 6, 2015	-	<ol style="list-style-type: none"> 1. Deans Town Hall Re-Cap 2. EngSoc AGM Re-Cap 3. Academic <ol style="list-style-type: none"> a. Capstone b. Mid-Course Evaluations c. Career services review d. Academic Advising task force 4. Student Life <ol style="list-style-type: none"> a. CEIE Design space b. Godiva Hymn 5. Financial 6. ECF Screens 7. Mental Health Task Force 8. Other business 	<ol style="list-style-type: none"> 1. The event was very well run. Would like more student attendance. Will evaluate also the option of doing it online or doing in the Pit. 2. Hasn't happened. 3. Academic <ol style="list-style-type: none"> a. There will be more meetings for defining next steps. Will evaluate the option of creating a new course for student competitions. b. VP Academic has been following up with Registrar with regards to FIPPA, will bring forward to TMRC. Renamed to Mid-course feedback c. Follow up next meeting d. Had a set back with Tom Nault leaving, but it's back on track. 4. Student Life <ol style="list-style-type: none"> a. Need to focus on the solutions we can implement. The Faculty will produce a written response to the letter submitted by EngSoc. b. Partnered with Alumni Office. Everything on track. 5. Finance <ol style="list-style-type: none"> a. VP Finance will meet with Rhonda and the Bank manager to define what we need from the Faculty. We will also evaluate cost feasibility. First SEF meeting on November 10. b. Proposals went, will be discussing with Associate chairs how to meet the regulations. 6. For ECF screens, faculty should develop clear guidelines on what could apply to faculty controlled screens. 7. Next meeting will be a recap and discussion of next steps. 8. UTSU deal was signed yesterday.



Meeting Date	Attendees	Agenda	Notes
November 3, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. EngSoc Heritage Event 2. Academic <ol style="list-style-type: none"> a. Mid Course feedback b. Career services review c. Academic Advising Task Force 3. Student life <ol style="list-style-type: none"> a. CEIE Design space b. Godiva competition c. Fall reading week 4. Financial <ol style="list-style-type: none"> a. Ancillary fee policy b. SEF Refunds c. TLF Call for proposals d. CPSIF Fall round 5. Mental Health Task Force <ol style="list-style-type: none"> a. New director 6. Other business 	<ol style="list-style-type: none"> 1. Date confirmed March 24, 2016. Faculty will support with 1/3 of cost 2. Academic <ol style="list-style-type: none"> a. No update. b. Aim for a meeting early December. c. No major action items for us at this point. Task force meeting with counsellors. 3. Student life <ol style="list-style-type: none"> a. Steve has been away recently. Bring it up next meeting. b. Prof. Coyle suggests advertising in the Bahen Atrium. c. It is difficult to know exactly what this would cause. There are some issues: CEAB requirement of minimum number of academic units (class and tutorial hours), most programs have a little cushion and can shorten the term (this would require programs to review their AU counts). Starting earlier is limited by access to residence halls. Staying longer means compressing exams more. We could remove the "study day" before finals, and squeeze another day and get a 2 day break. Getting a full week would require a resound voice from students. 4. Financial <ol style="list-style-type: none"> a. The legal advisory of the Vice-Provost interprets any fee that is collected on behalf of a student organization is considered mandatory, this applies also to the SEF (even though the refunds are available, the ministry most likely will interpret it as a mandatory). The faculty is thinking of using their club funding as a replacement for the funds supplied by the levy fund. b. SEF Refunds. May want to talk to Phil Puolos. c. No new developments d. Some clubs missed the pitch because the times were circulated pretty late 5. Mental Health Task Force <ol style="list-style-type: none"> a. New director created on Council. Student reps on Task Force very involved. We should think how the mandate of this director fits with the existing groups and activities. Let Prof. Coyle the name of the person to be invited to the task force.



<i>Meeting Date</i>	<i>Attendees</i>	<i>Agenda</i>	<i>Notes</i>
December 1, 2015	<ul style="list-style-type: none"> - Prof. Tom Coyle - Ernesto Diaz Lozano 	<ol style="list-style-type: none"> 1. Academic <ol style="list-style-type: none"> a. Career services Review b. Academic advising c. Mature students chair 2. Student Life <ol style="list-style-type: none"> a. CEIE space b. Godiva hymn c. Fall 2 day referendum 3. Financial <ol style="list-style-type: none"> a. SEF Refunds 4. Mental Health Task Force <ol style="list-style-type: none"> a. New director 5. Other Business 	<ol style="list-style-type: none"> 1. Academic <ol style="list-style-type: none"> a. Will happen next semester. b. Focus group was conducted with advisors. Survey was circulated with academic advisors. Effort driven by Registrar. c. Created position, will be conducting elections. 2. Student life <ol style="list-style-type: none"> a. Steve just got back, will wait for reply in the next couple weeks. b. Closed today. 53 online responses, 1 paper submission. c. Will be done in March, EngSoc will circulate question with Faculty. 3. Financial <ol style="list-style-type: none"> a. Prof. Coyle will follow up. 4. Mental Health Task force <ol style="list-style-type: none"> a. Connect director to the task force 5. Other business <ol style="list-style-type: none"> a. EngSoc will collaborate with the guidelines b. Officer videos c. Mid-course evaluations: follow up with Oghosa (final numbers, courses evaluated, %reponse rate, etc).



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December 2015 Officer Report – VP Finance

1. Finance Committee
 - a. Reviewed Baja club funding application and appeal
 - b. See minutes for details of decisions about conference and special projects applications
2. Commercial Operations
 - a. Closed for the term

Good luck on exams everyone!



Officer Report – VP Communications December 2015

1. Policy and Structures Committee
 - No meeting in December because of exams
 - Will be editing Bylaw 1 next semester

2. Happy holidays!



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Officer Report – VP Academic December 2015

Prepared by Oghosa Igbinakenzua for Engineering Society & Board of Directors

1. Faculty Council Meeting
 - a. Tuesday Dec. 8th 12:-2 PM in GB202

Academic Advocacy Committee

2. No meetings in Decemer
3. Happy Holidays!



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Officer Report - VP Student Life, December 2015

1. Club Affiliation
 - Dealing with rebuttals right now
2. Winter Retreat
 - Booking bus and sending in check this week
3. Mental Health Director
 - Planned out ideas for the year
4. Happy Holidays!!!