

# ENGINEERING AND COMPUTER SCIENCE ASSOCIATION

## Meeting of the Board of Directors #13

Date: February 13 2015

### Minutes

#### 1. Call to order

#### 2. Roll Call

Internal, External, Sports & Comps, Social, Finance, Marketing (by Phone), president (Late 1h in), Academic (Late 1h in)

#### 3. Approval of the agenda

BIRT that external be appointed as chair of the meeting.

Moved: Internal

Seconded by: Sports

Passes

#### 4. Approval of the previous minutes

BIRT the previous minutes be adopted as the official minutes of BOD 12.

Moved by Social

Seconded by Marketing

#### 5. Ratification of Council Resolution

##### 5.1. Faculty Council composition

**WHEREAS** four undergraduate students, representing each department, are members of the ENCS Faculty Council as stated in the *Membership and Powers of the Faculty Councils Policy*;

**WHEREAS** this does not allow for the President and the Vice-Presidents of Academic Affairs of the *Concordia Engineering and Computer Science Student Association (ECA)* to be members of the Faculty Council;

**WHEREAS** the President of the ECA is a member of the *Executive Committee* and the VP Academic of the ECA is a member of the *Engineering and Computer Science Undergraduate Studies Committee (ECSUSC)*;

**WHEREAS** the president and VP Academic have for responsibility to be informed on overall curriculum changes and academic policies within the Faculty as well as the University;

**WHEREAS** it has been a long-standing practice for the President and VP Academic of the ECA to be voting members of Faculty Council, in addition to the four undergraduate students from each department;

**BIRT** the ECA request the ENCS Faculty to increase the number of seats of undergraduate students on Faculty Council from Four to Six.

Moved by: External  
Seconded by Finance  
Passes

## **6. CQI/QEC**

### **6.1. Delegate Reports**

BIRT that the CQI delegate reports be forwarded to council for approval.

Moved by: Finance  
Seconded: Social  
Passes

Whereas Andrew and James did not have an appropriate conduct and misrepresented the ECA  
BIRT that the Board recommend Council not to reimburse Andrew and James

Moved by President  
Seconded by Finance  
Passes. Kyle is against.

### **6.2. Code of Conduct**

Andrew Hitu, didn't stay in the hotel room, and was frequently late for the competition the VP Sports had to call him on the day of the competition to make sure he would show up.

James, was extremely rude to the VP Sports and Competition, he kicked her out of her own hotel room. He didn't sit with Concordia at the Banquet.

Tabled to next BOD meeting

## **7. DOS Tabling Fair**

BIFT external makes the schedule for the DOS Tabling fair and emails it to the other executives.

Moved by: Finance  
Seconded by: External

## **8. EngWeek**

EV lobby is booked for troitsky for kinects. Wants to make a tower, there needs to be a cherry pick, we will need courses on how to use it. Still don't know what the structure will be. Breakfast will be catered by Le Plaza, they are an approved cater, they had an American Style breakfast for 13\$ per person the cost will be roughly 5000\$ for the week as it stands. We need a work order to turn off the smoke detector.

Robo Wars, had a meeting with Marie-France, it will take place in MB.1.120, we will also book an info booth in EV, and have a live stream. The room we have can fit about 120 people. We also booked a room in the floating cube for lunches. We are still talking to MF about a place for final robot assembly.

Society Day: will happen on the 8th floor, I spoke with Alicia and we are not able to have all the societies there at once, we will alternate the societies. That was the only way to make it work. It is booked.

Guest Speaker: We still need one. We have contacted Chris Hadfield but he was way too expensive. I am not sure who to ask..

### To Do

**Mike** will make sure an announcement is sent out Monday.

- Settle Robowars room (You need a follow-up from Mike)(Aka send him an email)
- Catering for breakfast (Get 2-3 quotes from different companies, 50 people per day MAX 2500\$\$\$\$!!!!!!!!!!!!!!!)

**Mike** will give different quotes Monday.

- Guest Speaker (.

**Mike** will give an answer Saturday on Nick Zacchia being a guest speaker

**Katherine** will give an answer Monday on an industry speaker

- Society day Logistics

8th floor booked on Wed. March 4th

**Mike** will book the 8th floor for Tues. March 3rd as well. Will be done on Monday.

**Amal** will contact the societies by Sunday. Doodle for the day.

8 societies per day.

setup is at 10:30

11am to 3pm

takedown will be from 3pm to 3:30pm.

**Amal** will enquire with Mike the size of the tables.

food for 32 people, eit1her Subway or Pizza Bella

- Work Order for Breakfast Bannex
- Pamphlet (Vlad)

**Vlad** will make the marketing by Monday.

**Emma** will the calendar by Saturday.

**Mike** will ensure the EngWeek committee members are aware of today's discussion by Sunday.

## **9. Orientation review questions**

**Emma** will send Questions regarding the Orientation review session.

## **10. Upcoming events**

### **10.1. Iron Ring**

All is good, Katherine is coordinating with the volunteers. The email with the final list will be sent out next week.

### **10.2. Crash Tutorials**

Opened up crash tutorial for the societies. Katherine will run a survey at the end.

### **10.3. Rock Climbing**

Registered people will be brought from a list.

### **10.4. Lizard Lounge**

Next Friday.

**Vlad** will market it.

**Amal** will communicate with societies and have a list by Monday night.

**Emma** will ensure we obtain a liquor license.

## **11. Executive Performance Review**

### **12. BOD Meetings -- if not resolved**

BOD meetings will be at 3:30pm on thursday

**Mike** will remind everyone, ask for agenda points, and prepare the agenda, and send the minutes.

### **13. By-Laws**

BIRT the Board approves the By-Law draft.

President, Finance

Passes

## **14. Adjournment**

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Chairperson: Kyle Arseneau (for the duration of the meeting)

Secretary: Michael Davila