

**CONCORDIA ENGINEERING AND COMPUTER SCIENCE  
STUDENT ASSOCIATION**

**Council Meeting #9**

Date: Monday, January 26, 2015

EV 2.184, 1515 Ste-Catherine Ouest, 8:30 pm

**Agenda (As Adopted)**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
  - a. Council 2014-12-01 (# 8) - Minutes
  - b. Council Attendance Record
  - c. Committee Roster
5. External Presentations and Guest Speakers
  - a. CARE Presentation (Concordia Association of Railway Engineers)
6. Reports
  - a. EWB Conference Presentation - Melissa Neilsen
7. Appointments
  - a. EngWeek Committee
  - b. SPF Committee
  - c. Director of Social
8. Returning Business
  - a. Frosh Committee Report (from 2014-10-06)
  - b. Minors in Engineering
  - c. Third Floor Bannex Printer
9. New Business
  - a. B-Annex Conference Room Keys
  - b. Lizard Lounge Updates
  - c. Deadlines of Payments
10. Chair's Remarks
  - a. Submitting Reports
  - b. Executive Mid-Mandate Reports
  - c. E-mail Issues
  - d. Scheduling Apologies
11. Announcements
12. Adjournment

# Minutes

## 1. Call to Order

Meeting called to order at 8:47 PM.

## 2. Roll Call

### **In Attendance**

#### *Executives*

President, Emma Saboureau  
VP Academic, Katherine Kokmanian  
VP External, Kyle Arseneau  
VP Finance, Dante Trunzo  
VP Internal, Michael Davila  
VP Marketing, Vlad Nekrashevych  
VP Social, Amal Bouanani  
VP Sports and Competitions, Kim Yeung

#### *Representatives*

ECE, Ramez Al Aghbar  
BCEE, Melissa Nielsen  
CSE, Sam Assaf

#### *Societies*

CSCE, represented by Chris Morin  
EngGames, represented by James Fradette  
EWB, represented by Mayla Tenorio Vazquez  
IEEE, represented by Nathaly Arriaz Matute  
UAV, represented by ???

#### *Guests*

Chao Li, representing CARE

### **Absent**

#### *Representatives*

MIE, Dilani Abeywickrama

#### *Societies*

ASHRAE, represented by Melissa Khalil  
CASI, represented by Paul Vajdva  
CSME, represented by Mark Cohen  
CUBES, represented by Meaghan Mueller  
IIE, represented by Sabine Daou  
NSBE, represented by Oreluwa Ajayi  
SAE, represented by Hubert Berezowski  
SCS, represented by Geneviève Chafouleas  
SEC, represented by Michael Banks  
Space Concordia, represented by Mehdi Sabzalian

WIE, represented by Sarah Farahdel

### 3. Approval of Agenda

*“Deadlines of payments,” added to New Business (EngGames)*

*“Director of Social,” added to Appointments (VP Social)*

***BIRT*** the Agenda for this meeting of Council is approved as amended, with items under section 4 approved by consent (ECE, CSCE)

***Motion passes***

### 4. Consent Agenda

*The following items were approved by consent.*

- a. Council 2014-12-01 (# 8) - Minutes
- b. Council Attendance Record
- c. Committee Roster

### 5. External Presentations and Guest Speakers

#### **a. CARE Presentation (Concordia Association of Railway Engineers)**

CARE has been recognized as the Concordia branch of the American Railway Engineering and Maintenance-of-way Association (AREMA), and all CARE members are student members of AREMA. They are seeking recognition under the ECA as an AREMA-affiliated chapter.

They have their own charter, bylaws, website, space, and bank account. Dr. Ciprian Alecsandru is their faculty advisor.

CARE receives \$750 per year from AREMA, and can apply for additional funding. They are seeking recognition from the ECA for the purpose of guidance and help of ECA, and for a sense of belonging within ENCS. In turn, they want to provide to students with employment opportunities, training, workshops, and activities.

In response to a question about its membership, Chao responded that almost all members are undergrads, but there are some graduates. They are not all civil engineers. On a question from EWB about how CARE would recruit members, Chao responded that being registered under the ECA would help towards that end.

CSE stated his preference for cooperating with an existing society, such as CSCE, rather than creating a new society.

President asked if CARE is an incorporated entity, and if it is registered with the Dean of Students. CARE is registered with the Dean of Students, but is not an incorporated entity. AREMA required CARE to have a bank account for the deposit of its \$750, so they opened a 2-signatory account.

IEEE inquired about CARE's intended events and projects. Chao responded that CARE recently had a workshop, and wants to invite a guest speaker from AREMA, as examples of their events. EngGames and CSCE both inquired further into the kinds and scope of projects which CARE would facilitate. Chao said that Dr. Alecsandru has some projects with railway engineering, which CARE may contribute to. These would likely start small but would hopefully grow into larger projects.

VP Academic asked if CARE would be attending any competitions. The answer was no; they intend to provide projects and scholarships.

***Motion to enter closed session (CSE, EngGames)***

***Moved into closed session at 9:03PM.***

***BIRT that CARE returns to the last Council meeting of the fiscal year, for the purpose of presenting their plans for the following year and to ascertain their actions in the interim. (CSCE, BCEE)***

***BIFRT a member of CSCE attends some of the CARE events to evaluate their events. (CSE, CSCE)***

***Amendment passes***

***Motion passes***

***Motion to enter Open Session (BCEE, EngGames)***

***Open session entered at 9:23PM.***

*Chair explained the motion's meaning in open session.*

## 6. Reports

### **a. EWB Conference Presentation - Melissa Neilsen**

*This is just an extremely brief overview -- greater detail can be found in the accompanying written report.*

EWB National Conference was held January 16-18 in Montreal. There was also a pre-conference day where the junior fellows from this year and last year met to "shape the future".

Several interesting discussions were had regarding the approach that EWB should take towards certain issues. For instance, regarding climate change, should they decline sponsorships from companies that are deleterious to the environment, or is raising awareness enough?

BCEE facilitated a session at the conference: public infrastructure service delivery -- world action cafe session. People from all around the world worked on public infrastructure problems.

Concordia's EWB chapter mostly focuses on global engineering initiatives, for which there was a lot of content at the conference. There was also extensive collaboration with McGill's chapter for the upcoming global engineering week, March 16-20.

VP Internal asked about what the Junior Fellow does. BCEE responded that the JF is essentially an intern at one of several ventures that EWB has in a number of African countries. For her fellowship, she was helping with water distribution in a government office in Malawi. Maxime Desharnais will be Concordia's Junior Fellow for this year.

President asked whether BCEE's written report will be useful for the following year, to which she answered no.

## 7. Appointments

### **a. EngWeek Committee**

*No candidates were present at the meeting.*

### **b. SPF Committee**

*No candidates were present at the meeting.*

### **c. Director of Social**

***BIRT*** that Daniel Sciascia is appointed as a Social Director. (VP Social, President)

VP Social introduced Daniel. He is a froshie that has already been fairly involved in the execution of Lizard Lounge. He is employed as staff at the B-Annex which she feels will be helpful in this portfolio. EngGames noted that Daniel put a lot of work into the EngGames machine this past year.

President asked if there would be any well-defined responsibilities for the position, to which VP Social responded there would not. He would simply fulfil the work delegated to him, be they simple tasks or more complicated organizing duties.

***Motion passes***

## 8. Returning Business

### **a. Frosh Committee Report**

*No report has been drafted as of this meeting.*

### **b. Minors in Engineering**

A document has been submitted summarizing the regulations regarding minors for engineering programs at other institutions. An amendment to Concordia's academic calendar was presented at the Engineering and Computer Science Undergraduate Studies Committee, where it passed. It will thus go to Faculty Council, then the Academic Programs Committee of Senate, and finally to Senate proper.

### **c. Printer in B-Annex 3rd Floor**

EngGames noted that prints coming out are not oriented properly.

## **9. New Business**

### **a. B-Annex Conference Room Keys**

BCEE stated that it is difficult to get into the conference room because there is no longer a key stored in the B-Annex. VP External apologized for having lost the keys at the beginning of the year.

VP Social noted that one of the B-Annex employees should now have a key for the conference room, and also that the conference room is often left messy. This was confirmed by the B-Annex Manager; the room can be opened by staff during opening hours.

### **b. Lizard Lounge Updates**

President hopes that by having multiple groups with similar interests host on the same night, attendance will increase. An email was sent to Council before the winter break and the first Lizard Lounge will be held 2015-01-30.

EngGames asked about the plans for the RnD pre-drink. VP Social responded that, after talking with VP Finance and VP Social of EngGames, it will be held at McKibbins. At the same time, WIE and NSBE will host Lizard Lounge at the B-Annex.

IEEE asked if the Google spreadsheet for Lizard Lounge dates is still valid. VP Social responded that, yes, it is; IEEE will be hosting on 2015-03-20. IEEE then noted there may still be problems with the mailing list.

### **c. Deadlines of Payments**

EngGames noted his frustration at the processing time for some reimbursements and payments, and that he has been told "I don't care" by VP Finance. He also feels that there is not sufficient communication between the ECA and EngGames when there are problems with specific items or requisitions, which is adding to the delay.

VP Finance referenced three specific instances in which the ECA was accommodating towards EngGames, the specifics of which are not important for the purpose of these minutes. VP Finance also stated that EngGames had been harassing the office manager.

President stated that she thinks the two-week turnaround has generally been respected for requisitions, noting that she signs the requisitions and cheques almost every time she is in the office. However, she does not feel comfortable signing an incomplete or unclear requisition, which can cause processing delays when more information is required.

EngGames pointed out a specific situation where an item was handed in on the third but had yet to be processed. He noted that the inconsistency in processing time is the real problem. VP Finance reiterated that the processing time is dependent on the completeness of the requisition.

## 10. Chair's Remarks

### a. Submitting Reports

The chair clarified that agenda points and any required documentation must be submitted on the Friday before Council. The agenda is assembled from those points and documents on the weekend.

### b. Executive Mid-Mandate Reports

They have been written and will be distributed for next Council.

### c. E-mail Issues

There have been some problems with the Council mailing list. These must be resolved immediately as many Councillors have not been receiving emails.

### d. Scheduling Apologies

Council will take place on Mondays.

## 11. Announcements & Verbal Reports

President asked that everyone stay professional. If there are problems with the ECA, they can be remedied using the policy that was adopted earlier in the year.

The end-of-year banquet is scheduled for April 10th.

VP Internal spoke at length about EngWeek.

CSE noted his extreme distaste for the demeanour of the office manager. He also noted that major changes are coming to the CSE department, and they are hosting a town hall for students to come and voice their grievances with the department.

## 12. Adjournment

*Motion to adjourn (CSCE, VP External)*

*Meeting adjourned at 10:20PM.*

## Summary of Important Motions

***BIRT** that CARE returns to the last Council meeting of the fiscal year, for the purpose of presenting their plans for the following year and to ascertain their actions in the interim;*

***BIFRT** a member of CSCE attends some of the CARE events to evaluate their events.*

***BIRT** that Daniel Sciascia is appointed as a Social Director.*