

# CONCORDIA ENGINEERING AND COMPUTER SCIENCE STUDENT ASSOCIATION

## Council Meeting #10

Date: Monday, February 9, 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 Attendance Record
  - b. Committee Roster
  - c. Secretary Report
  - d. EWB Conference Report
  - e. Executive Mid-Mandate Reports
    - i. President
    - ii. VP Internal
    - iii. VP Social
    - iv. VP Academic
    - v. VP Sports & Competitions
    - vi. VP Finance
    - vii. VP Marketing
5. [External Presentations and Guest Speakers](#)
  - a. [HackConcordia](#)
6. [Presentations](#)
  - a. [EngGames Conference Report - Carole-Anne](#)
7. [Appointments](#)
  - a. [EngWeek Committee](#)
  - b. [SPF Committee](#)
8. [Returning Business](#)
  - a. [Frosh Committee Report \(from 2014-10-06\)](#)
  - b. [Senate Update](#)
  - c. [Beer Selling](#)
9. [New Business](#)
  - a. [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.

b. [Finance Committee](#)

**WHEREAS** the Finance Committee failed to meet this year;

**WHEREAS** having a Finance Committee is impractical when allocating funding;

**BIRT** Council dissolves the Finance Committee

c. [Special Project Grant](#)

**BIRT** the deadline for application to the ECA's Special Projects Grants be on March 1st, 2015.

d. [Executives Performance Review](#)

10. [Announcements](#)

11. [Adjournment](#)

# Minutes

## 1. Call to order

The meeting was called to order at 8:38PM.

## 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 Social, Amal Bouanani  
VP Sports and Competitions, Kimberly Yeung

#### *Representatives*

MIE, Dilani Abeywickrama  
ECE, Ramez Al Aghbar  
BCEE, Melissa Nielsen  
CSE, Sam Assaf

#### *Societies*

CASI, represented by Paul Vajda  
CSCE, represented by Chris Morin  
CSME, represented by Mark Cohen  
CUBES, represented by Meaghan Mueller  
EngGames, represented by James Fradette  
EWB, represented by Mayla Tenorio Vazquez  
IEEE, represented by Nathaly Arriaz Matute  
IIE, represented by Sabine Daou  
NSBE, represented by Oreluwa Ajayi  
SAE, represented by Andrea Cartile  
SCS, represented by Amine Mhedbi  
SEC, represented by Michael Banks  
Space Concordia, represented by Mehdi Sabzalian  
UAV, represented by Simon Pradier  
WIE, represented by Kimberly Noel

#### *Guests*

Carol-Anne Trudel  
Gordon Bailey  
Abir Fakhreddine  
Daniel Sciascia  
Gregory Houle

Buruç Asrin

**Absent**

*Executives*

VP Marketing, Vlad Nekrashevych

*Societies*

ASHRAE (with regrets)

### 3. Approval of Agenda

*EWB Conference Report was added to the consent agenda.*

***BIRT*** the agenda is approved as modified, with all items under “Consent Agenda” approved by consent. (CSME, ECE)

***Motion passes***

### 4. Consent Agenda

*The following items were approved by consent.*

- a. Council Attendance Record
- b. Committee Roster
- c. Secretary’s Report
- d. EWB Conference Report
- e. Executive Mid-Mandate Reports
  - i. President
  - ii. VP Internal
  - iii. VP Social
  - iv. VP Academic
  - v. VP Sports & Competitions
  - vi. VP Finance
  - vii. VP Marketing

### 5. External Presentations and Guest Speakers

#### **a. HackConcordia**

HackConcordia is a group of 10 undergrads with the purpose of furthering the hacking community at Concordia. They wish to organize hackathons – 24-hour events where people network and hack on different projects – the first of which would be held a year from now with a target of 200 attendees from across North America. The hackathons would be open to the entire community at large, regardless of discipline. They have received the support of the ENCS Dean and the undergraduate program director of CSE, Dr. Terrill Fancott. They are currently being mentored by Sydney at District 3.

They would like to have their own bank account so that they can collect sponsorship for the event. ECA would be the signing authority on the bank account; requisitions would be processed as per the

current process for societies. They are not requesting funding from the ECA, and would not be organizing events such as Lizard Lounges.

CSE noted that the University lacks space to host such an event, which has been an issue for SCS in the past. HackConcordia said that, in their discussions with the administration, it is possible to get a large enough space, but requires special consent from the upper administration of the University.

Space Concordia asked why HackConcordia can not be managed as an event by SCS. HackConcordia responded that the hackathon will require an organizing committee independent from SCS's executives, and that adding 14 people to SCS's exec is unrealistic.

SCS suggested that HackConcordia simply use the ECA's bank account and keep proper accounting records to make things simpler. SAE noted they have a similar arrangement with their four teams and six capstones, and suggested that HackConcordia meet with VP Finance and then come back to Council with a more formal proposition. HackConcordia expressed fear that their collected donations would be absorbed by the ECA's operations.

CSME felt that it would be easier to be a club under the CSU. HackConcordia responded that the ENCS administration suggested avoiding the CSU. Technical companies also prefer to see that an event is linked in some way with an engineering program – a benefit which the CSU would not be able to provide.

CSE vocalised his support for the hackathon.

BCEE called a **point of order** to return to the speakers list.

***BIRT HackConcordia is given a bank account managed by the ECA. (BCEE, SAE)***

IEEE felt that becoming a full-fledged society would be the better option.

President noted that what HackConcordia wants is relatively straight forward, but the ECA lacks the policy for this kind of situation. This motion will not add much to the ECA's operations.

***Motion to call the question. (President, Finance)***  
*The chair rules the calling of the question **out of order.***

***Motion to take a 5-minute recess. (BCEE, VP Finance)***

***Meeting resumed at 9:09PM.***

***Motion passes***

## 6. Presentations

### a. EngGames Conference Report - Carole-Anne

*Motion to table the agenda point to the next meeting. (EngGames, SAE)*

*Motion passes*

## 7. Appointments

### a. EngWeek Committee

*No candidates presented themselves.*

### b. SPF Committee

*There were no candidates for the meeting.*

## 8. Returning Business

### a. Frosh Committee Report

*A Frosh Committee report has yet to be tabled.*

### b. Senate Update

President explained that Concordia's new strategic plan is being drafted by several committees across the University. Council members should search online for Concordia's Strategic Directions initiative, and pass any comments they have along to her. Concordia is also hosting a speaker series as part of the initiative.

NSBE mentioned that he also sits on one of the committees – the innovation and entrepreneurship sub-committee – along with Andrew Woodall.

### c. Beer Selling

Carol-Anne said that some other schools have contracts with beer companies to sell, during the day, beer to be consumed off-campus. Having a similar contract would allow for Concordia students to take advantage of the negotiated beer deals the ECA receives.

President stated that ECA would likely need a special license for such distribution, but will investigate further.

## 9. New Business

### a. 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.*

*(President, ECE)*

VP Academic asked how faculty will be informed of this intent, to which President responded a memo will be written and sent to ENCS administration.

**Motion passes**

#### **b. Finance Committee**

**WHEREAS** *the Finance Committee failed to meet this year;*

**WHEREAS** *having a Finance Committee is impractical when allocating funding;*

**BIRT** *Council dissolves the Finance Committee.*

*(President, SAE)*

**Motion passes**

#### **c. Special Project Grant**

**BIRT** *the deadline for application to the ECA's Special Projects Grants be March 1st, 2015.*

*(President, VP Finance)*

President noted that the SPG policy which was passed last year specifies that the deadline for applications must be approved by Council. It is not being changed, there is simply no deadline currently.

IEEE asked if the two vacant seats on the SPG committee will hinder the allocation of money; President responded it will not.

**BIFRT** *the allocation of funding will be decided by March 10th, 2015. (President, IEEE)*

**Accepted by consent**

**Motion passes**

#### **d. Executives Performance Review**

President stated that, after talking with the Chair, they felt it would be best for the Executives to leave the room for the duration of the agenda point. VP Social registered her dissent regarding leaving the room.

President noted that no Executive can be legally compelled to leave the meeting. They would be leaving the room voluntarily, to allow Council to have a more frank discussion. EngGames agreed with this notion, adding that the structure of the discussion is likely to be better without the Executives in the room. SAE added that anything decided in the absence of the Executives would be said afterwards in their presence.

VP Social again registered her dissent with leaving the room, noting that a frank discussion can occur with the Executives in the room, and without their rebuttal.

***BIRT** the Executive is requested to leave until invited back in, and to enter closed session.  
(EngGames, CSCE)*

President noted that a closed session would require members of the press to leave. BCEE preferred to stay in open session, but to also request that non-councillors leave. IEEE stated her preference to enter closed session, discuss, and then return to open session to deliver their decisions.

***Motion passes.** (CSE & VP Social wished their abstentions to be noted)  
**Meeting entered closed session at 9:33PM.**  
The executives left the room with the exception of VP Social.*

***Motion to appoint Chuck Wilson as the chair for the duration of closed session.** (CSCE,  
EngGames)  
**Motion passes.***

***Motion to enter open session.**  
**Motion passes.***

***Meeting entered open session at 10:54PM.***

The following feedback was delivered to the Executives:

- President: has generally been doing a good job; however, a more personal involvement with societies would be appreciated. Additionally, the professionalism at some Faculty meetings could be improved.
- VP Finance: has been very hard-working and responsive, and helpful in explaining the financial workflow for societies. Council also felt that the budgets allocated to societies were fair. The one notable point of improvement was Equipment Fund, which was very disorganized.

- VP Internal: Council felt that many Society and ECA events have failed solely because of the VP Internal's inaction. He also seemed to mislead the other Executives regarding the progress of specific things. Much better communication was needed; Societies felt left in the dark regarding the organization of events, particularly with regards to booking and liquor permits. There were suggestions of shifting the administrative burden of booking onto the Office Manager.
- VP External: has performed well at tasks that are often unseen. In particular, the logistics for career fair were quite well-organized.
- VP Academic: has been doing a good job. A bit more information regarding academic happenings would be appreciated.
- VP Sports and Competitions: has been doing a good job and has had decent communication with competitions; however it was asked that she check in more frequently on the status of the competitions.
- VP Marketing: has been unresponsive to requests. The newsletter has been distributed sporadically at best. Information on events frequently does not go out until the last minute, and sometimes does not go out until after the event has happened, which is not acceptable.
- VP Social: generally doing an ok job. Council specifically noted their appreciation for her reaching out to the societies, and felt her energy was good. There was a general malaise expressed regarding lizard lounges; however, it was noted that this is not exclusively the fault of VP Social. Council wanted to see more events to make up for the reduction in lizard lounges, and noted that professionalism, especially in communications, was in need of significant improvement.

President thanked Council for their feedback.

VP Social noted that she stayed during closed session to ensure the executives wouldn't be blindsided, which did not happen. She thanked Council for their professionalism.

CSCE asserted that VP Social stayed because she thought Council would be unprofessional, to which VP Social responded that she feels there is often animosity between the societies and the ECA. EngGames asked if her refusal to leave showed a lack of trust, and she responded no. SAE said that VP Social conducted herself well, and at one point was helpful to the discussion.

VP Internal said he will try to communicate better, and that he apologizes for events that completely fell through because of him. The ECA has been having a lot of trouble getting liquor licenses; they have been asking for a lot more information than is usually the case. He will try to make a template event request that will be approved without problem.

VP External yolo swag'd.

VP Sports and Competitions noted that she emailed societies at the beginning of the year regarding their competitions, but that being the initiator of communication can be very burdensome. She will not deny a request for help, and requests that competitions also contact her if they need anything.

President said she is, as of recently, trying to take more of a personal interest in societies. She will endeavour to be more professional with Faculty, and noted that she tries to meet with Faculty administration as much as possible, as a good working relationship is important when making proposals. She also noted her satisfaction with the criticism and found it very helpful.

VP Finance acknowledged the disorganization with equipment fund this year. He apologized for the occasionally long processing times for requisitions. He also noted that sometimes he is irritable because of capstone, and encouraged members of Council to email him to set up a meeting if they wish.

VP Academic said that most academic-related meetings are about faculty affairs that don't affect students, but she will try to be more communicative regarding topics that may affect undergrads.

President noted that much of the reasoning for their various decisions this year can be found in each executive's mid-mandate report.

***BIRT the duties of bookings are transferred to the office manager. (BCEE, SAE)***

VP Internal specified that the Office Manager already takes care of bookings in the B-annex, and that some of the issues with his performance could have easily been resolved. He will talk with the Office Manager about delegating such duties, and ultimately agrees with this motion.

VP External expressed hesitation at the idea, considering that the Office Manager already has a fairly significant workload. He does not want the Office Manager to become overloaded.

VP Social felt the Office Manager's duties should be revised, to ensure they are doing the most high-priority tasks.

***Motion to table (SAE, CSCE)***

***Motion passes***

## 10. Announcements

## 11. Adjournment

***BIRT the meeting is adjourned. (SAE, CSCE)***

***Meeting adjourned at 11:36PM.***

## Summary of Important Motions

**BIRT** HackConcordia is given a bank account managed by the ECA. (BCEE, SAE)

**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;

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(President, ECE)

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**BIRT** Council dissolves the Finance Committee.

(President, SAE)

**BIRT** the deadline for application to the ECA's Special Projects Grants be March 1st, 2015.

**BIFRT** the allocation of funding will be decided by March 10th, 2015.

(President, VP Finance)