



## **Advisory Council Meeting**

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

<b>ATTENDANCE</b>	<b>2</b>
<b>SUMMARY OF MOTIONS</b>	<b>4</b>
<b>PROCEDURES</b>	<b>5</b>
Opening of the meeting	5
Appointment of the Chair	5
Appointment of the Secretary	5
Approval of the Agenda	5
<b>REVIEW OF ROBERTS RULES</b>	<b>6</b>
<b>RETURNING BUSINESS</b>	<b>6</b>
Inter-Society Slack	6
<b>NEW BUSINESS:</b>	<b>7</b>
ECA Operating Budget	7
Budget breakdown for Troitsky (SAE)	12
ECA in the societies (SAE)	12
<b>ANNOUNCEMENTS &amp; VERBAL REPORTS</b>	<b>12</b>
<b>ADJOURNMENT</b>	<b>12</b>



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

# ATTENDANCE

Name	Role	Present
Mehdi Boudiffa	Chairperson of the board	x
Noemi Lemonnier	Secretary to the board	
Constantina Roumeliotis	President	x
Felix Lalande	Vice-President of Academic Affairs	x
Itamar Keren	Vice-President of Competitions	x
Amin Bouabdellah	Vice-President of External Affairs	x
Rabby Oliuddin	Vice-President of Financial Affairs	x
Alex Stojda	Vice-President of Internal Affairs	x
Alec Adub	Vice-President of Marketing & Communications	x
William Bergamin	Vice-President of Social Affairs	x
Sam Driver	Building, Civil and Environmental Engineering (BCEE) Representative	x
Thomas Gauvin	Computer Science & Software Engineering (CSSE) Representative	x
James Mariotti Lapointe	Electrical & Computer Engineering (ECE) Representative	
Manon Maistre	Mechanical & Industrial Engineering (MIE) Representative	x
Jeewan Jyot Singh	Independent Representative	x
Karla Vasquez	Independent Representative	x
Arravein Ponnudurai	Sage	x
Christopher Gallo	Sage	x



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

Name	Role	Present
Firas Khelifi Touriya El Kadiri	American Helicopter Society - Concordia Branch (AHS)	x
Farshad Nasirian Victoria Carlson-Smith	Concordia Society for Civil Engineering (CSCE)	x
Benjamin St-Pierre Nicolas Dziemian	Concordia Society for Mechanical Engineering (CSME)	x
Christina Thao Nguyen Erin Beneroff	Concordia Society for Software Engineering and Computer Science	x
Alex Frangakis	Concordia University Building Engineering Society	x
Alexa Mahut	Engineering Games Concordia	x
Dilara Omeroglu	Engineering Without Borders - Concordia Chapter (EWB)	x
Mukulika Dey Senega Velupillai	HackConcordia (HACK)	x
Tim Mahoney	IEEE - Concordia University Student Branch	x
Dario Vincelli Cynthia Abou Atmi	Institute for Industria and Systems Engineering - Concordia Student Branch (IISE)	x
	Queer Engineering Concordia	
James Cesare Jordan Costenaro	Society for Automotive Engineering (SAE)	x
Kimberly Rutherford Hannah Halcro	Space Concordia (SPACE)	x
Renato Lopez Thai Bao Thy	UAV Concordia (UAV)	x
Serena Kulukian Cynthia Ferullo	Women in Engineering - Concordia University	x



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

# SUMMARY OF MOTIONS

Motion	Motion	Result
<u>20181118-01</u>	IISE, seconded by SAE, motions that ECA does not exceed a deficit of more than 20% of projected expenses of Troitsky 2018-2019.	Passed
<u>20181118-02</u>	SPACE, seconded by AHS, motions that the ECA should have an active presence in societies through the BOD.	Passed



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

# 1. PROCEDURES

## 1.1. Opening of the meeting

Meeting opened at 20:05

## 1.2. Appointment of the Chair

SAE, seconded by SPACE, motions to appoint Mehdi as chair

Passed in unanimity

## 1.3. Appointment of the Secretary

WIE, seconded by SPACE, motions to appoint Thomas Gauvin as secretary

Passed in unanimity

## 1.4. Approval of the Agenda

IISE, seconded by SAE, motions to approve the agenda for this meeting of the Board of Directors

Passed in unanimity



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

## 2. REVIEW OF ROBERTS RULES

## 3. RETURNING BUSINESS

### 3.1. Inter-Society Slack

CUBES: Spoke about it. Pres & VP Social. Slack. The offer of an official document.

EWB: QEC uses Discord

IISE: Everyone uses slack

Pres: Multiple channels

Internal: Free up to 10000 messages

SPACE: Free up to 10000 messages. Run out in 1 year. Not permanent. Means of communication that isn't email. Professional. The line of communication. Collectively decided of message cap not being important.

SPACE: Who will run it?

AHS: Hands of ECA. Rest of council are contributors. Ensure continuity and non-bias if in ECA hands.

SAE: Let's come to consensus. President channel. Social channel. Start rudimentary.

Internal: Some people create policies. Chain of communication. Execs+Council members to come up with guidelines for Slack.

IISE: What is the research to be done?

SPACE: Message cap big deal?

IISE: Format. For the naming of accounts. Relevant channels. ECA should create it

Internal: Exec + Council members.

Competitions: You're the users. We tell you where what goes. What do you want and need? We don't know what you need.

Internal: What communications go through Slack. Good alternative to writing policy collectively.



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

AHS: Suggest that create a small task force of council execs to meet up and set up the rules. Volunteer to be a part of the task force.

IISE:

SPACE: I want to do it

CUBES: I want to do it

AHS: I want to do it

CSCE: I want to do it

IISE: I want to do it

WIE: I want to do ti

## 4. NEW BUSINESS:

### 4.1. ECA Operating Budget

FINANCE: Broken down in expenses and revenues. Breakdown + total.

SAE: Why is winter venue so much more big? What is venue?

Academic: 550 students graduation. Venue must be bigger. Ceremony bigger. Based off of last year. Cocktail. We will spend some money but might be a little lower.

President: 75 graduates in fall. Help in grey nuns. Guests + family + mentors makes it much bigger. Last year was at Ritz.

SPACE: Catering included.

SAE: Ring prices dropped. Venue prices increased (between last year and this year)

INTERNAL: this is the budget based off of previous years.

SAE: How did you secure the funding.

FINANCE: Comes from Fee Levies.

SAE: SPonsorships?

President: Coming later

IISE: Conferences?



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

EXTERNAL: Creiq and CFES. They are made up of reps. We pay membership fees per student. Initiatives, conferences. Last week or so, a conference in Toronto. Includes travel costs. Attending, travel, membership fees.

IISE: All societies are free to go to these conferences?

EXTERNAL: That conference was an exception. Usually, it's just member student associations.

IISE: Update to actual for the previous conferences?

PRESIDENT+FINANCE: Rounded up.

SOCIAL: Contracts so rounded.

PRES: Tax and tip included.

WIE: Would be nice to see total Frosh of 2018-19, 2017-18

IISE: registration? Student tickets? Whats subsidized?

Comp: we just got the final numbers. Email me for more info.

*Christopher Gallo Enters at 20h27*

CSCE: society budgets?

Comp: last year miscommunication.

IISE: semester parties?

Pres: Halloween, for example.

Social: winter frosh.

IISE: money winter last year?

Social: valentines day money goes to frosh.

Pres: pub crawl certain price per pitcher. No loss of money.

IISE: troitsky miscellaneous?

Finance: anything else. Like safety budget.

IISE: Last year budget safety?

Finance: Last minute mishaps. Double bookings. Shift party venues.

SAE: What the strategy in case troitsky draws deficit again.





## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

Competitions: Troitsky did not run at a deficit last year. The budgeted amount was respected

SAE: questioning based on the perspective of other societies.

AHS: Who absorbs deficit.

Finance: Rolls over into next academic year. No deficit in the past 2-3 years.

Pres: If its an ECA deficit, it comes out of ECA budget.

AHS: Then ECA would cut down on winter frosh, etc.?

Finance: Depends, up to the finance of that year to mitigate it.

IISE: Deficit in troitsky on its own?

COMP: No deficit last year.

FINANCE: Council was not happy with how much money was allocated to Troitsky.

IISE: Society in deficit? Holding a conference? Takes out of the budget of society in the next year.

Finance: Yes + Put on financial probation.

SAE: If societies go into deficit, why doesn't ECA go to the same process?

INTERNAL: If ECA goes into debt, it undergoes the same problem.

SAE: Find more money from sponsorships.

AHS: What was per category last year? 10,000\$ cuts. Where?

FINANCE: Frosh was less expensive.

*Arravein Ponnudurai enters at 20h38*

SAE: More cuts to societies.

FIANCE: Fee levies go down. Everyone is cut.

IISE: Office manager? Where do savings go?

FINANCE: Savings roll over into the next academic year.

SPACE: Replacement for Laura. Reduce salary. Lower pay = lower quality of work?

INTERNAL: No. higher salary since she got raises. Now it will go back to starting salary.

AHS: Why doesn't Concordia pay?

FINANCE: Not a Concordia thing to pay. ECA is independent.



## **Advisory Council Meeting**

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

CSCE: Equipment fund less this year?

FINANCE: Equipment fund is not a guaranteed figure each year.

Pres: Equipment fund. Lump sum must go to faculty. Lab equipment. Leftover goes to ECA.

AHS: Budget is not final?

INTERNAL: Projected

CSME: Gina Cody donation?

INTERNAL: No

CSME: How is equipment fund distributed to societies

Finance: case by case for the equipment fund

INTERNAL: Equipment fund separated during budget submitted by societies.

CSME: Does the ECA seek external funding?

Internal: Yes.

IISE: Troitsky budget had deficit last year. We shouldn't budget to project deficit over a certain amount? According to this, you are planning on going over budget allocated.

SAE: What if SAE does something for this. We should be accountable for the deficit.

COMP: All the money goes for Engineering + Students.

SAE: In the end societies promote student integration. Numbers have to add up.

COMP: What about the people not in societies.

IISE: Students may not be in societies but they still participate in events.

COMP: Some students partake in social activities. Outreach does not go beyond 2000.

IISE: My question is not about where should the money. We should budget responsibly and have a cap to the budget deficit.

EXTERNAL: We have more sponsorships this year.

IISE: Cap on the deficit.

IISE: Make it fair for societies.

SAE: Encourage participation in societies.

WIE: Can we put a cap. 10% cap.



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

CMSE: What is Troitsky?

COMP: Run and hosted by Concordia in 60s. Started as in-school civil engineers. Managed by Dr Troitsky. In 90s, opened up to more Universities. In 2000s, international. Recently cut backs. Went from international to national. Now, 35 years legacy. Affects Concordia on a national level.

COMP: Savings would be redistributed. It goes back to societies.

CUBES: How many Concordia compete in Troitsky.

CSCE: About 18 students.

CUBES: Small amount of people.

COMPETITIONS: The competition continues for national reputation. Streamline for coming years.

CSCE: Can we really save by booking earlier?

COMP: Many rooms booked last year were expensive. Lots of expenses for unnecessary things. Rooms. Had logistics to book larger rooms with less security. Social events internal. Costs cheaper by staying at JMSB.

IISE: Its a small number of students for a large budget. That budget could go further through societies.

ADVISORY rep: competition had to be revamped. We almost lost Troitsky. Faculty offered to give it up. The faculty is backing us up for this project. Competition based societies, those schools are also operating at a loss. The breakeven won't happen. Need to invest money. Internal competitions like Frosh or Eweek, money goes to students. These events are important for our rep and faculty is backing us.

Motion 20181118-01: IISE, seconded by SAE, motions that ECA does not exceed a deficit of more than 20% of projected expenses of Troitsky 2018-2019.

Motion 20181118-01: *Passed in unanimity*

Motion passes unanimously.



## Advisory Council Meeting

Wednesday, November 21st, 2018

EV11.109, Concordia University, Montreal, Canada

### 4.2. Budget breakdown for Troitsky (SAE)

### 4.3. ECA in the societies (SAE)

SAE: We make engineering better for students. We are liable to ECA. ECA is liable to supporting societies. Have BOD executives take the initiative to come see the societies. Better understand the projects. ECA should visit more regularly.

WIE: What do you mean by visiting.

SAE: Just visit.

AHS: I welcome this initiative.

Internal: We've already talked. Feel free to come to see us.

COMP: I want to come to all competition societies. Easy to make promises but not follow through.

CSE Rep: Are you open to having reps.

IISE: Ask.

Independent rep: Intention was to represent the entire student body. Exec overworked.

Motion 20181118-02: SPACE, seconded by AHS, motions that the ECA should have an active presence in societies through the BOD.

Motion 20181118-02: Passed in Unanimity

## 5. ANNOUNCEMENTS & VERBAL REPORTS

## 6. ADJOURNMENT

IISE, seconded by CUBES, motions to adjourn the meeting.

Meeting adjourned at 22:15