



## **Advisory Council Meeting**

Thursday, November 12th, 2020

Google Meet, Concordia University, Montreal, Canada

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# 1. ATTENDANCE

Name	Role	Present
Luca Manolache	Chairperson of the board	X
Adrienne Digo	Secretary to the board	
David Ronci	President	X
Kimiya Derakhshani	Vice-President of Internal Affairs	X
Hanna Lee	Vice-President of Financial Affairs	X
Isabelle Bacon	Vice-President of External Affairs	X
Amanda Morgan	Vice-President of Academic Affairs	
Kayla Charky	Vice-President of Sports and Competition	X
Ariane Drouin	Vice-President of Marketing and Communications	X
Jonathan Fisch	Vice-President of Social Affairs	X
Sierra Campbell	Building, Civil and Environmental Engineering (BCEE) Representative	X
Zafir Khalid	Computer Science and Software Engineering (CSSE) Representative	
Michael Arabian	Electrical and Computer Engineering (ECE) Representative	X
Manon Maistre	Mechanical & Industrial Engineering (MIE) Representative	X
Tharushi Rathnayaka	Independent Representative	X
Zach Bys	Independent Representative	
Rabby Oliuddin	Sage	
Julia Levantian	Sage	



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Name	Role	Present
Courtney Hargray	Concordia Society for Civil Engineering (CSCE)	X
Sara Ordonselli	Concordia Society for Mechanical Engineering (CSME)	X
Felix Lapierre	Concordia Society for Software Engineering and Computer Science (SCS)	X
Mathilde Fournier-Sirois Gregory Bleiziffer	Concordia University Building Engineering Society (CUBES)	X
Benjamin St-Pierre Matthew Padvaiskas	Engineering Games Concordia (EngGames)	X
Elie Kheirallah	IEEE - Concordia University Student Branch	X
Kimberly Richard Nada Kharrague	Institute for Industrial and Systems Engineering - Concordia Student Branch (IISE)	X
Sevag Kaspar	Society for Automotive Engineering (SAE)	X
Celeste-Melize Ferrus	Space Concordia (SPACE)	X
Pascal Demerdjian	Unmanned Aerial Vehicles Concordia (UAV)	X
Alessandra Bernard Marissa Proffetto	Women in Engineering - Concordia University (WIE)	X
Matthew Frances	Gina Cody Entrepreneurship Society (GCES)	X



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## 2. SUMMARY OF MOTIONS

Motion	Motion	Result
20201112-01	Motion that the ECA should be held accountable for the late payments of more than 30 days by financial compensation from the ECA of the credit card interest accrued of the owed amount per year.	Passed in unanimity
20201112-02	Motion that all presidents of the engineering societies email the ECA president within the next week with their points regarding student spaces and general student and society needs to Gina Cody, the faculty and any other relevant parties. David shall then formulate an email to these parties and CC the society presidents	Passed in unanimity



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### 3. PROCEDURES

#### 3.1. Opening of the meeting

Meeting opened at 6:35 PM

#### 3.2. Appointment of the Chair

Sara (CSME), seconded by Sevag (SAE), motions to appoint Luca as chair

Passed in unanimity

#### 3.3. Appointment of the Secretary

Pascal (UAV), seconded by Benjamin (EngGames), motions to appoint Kayla as secretary

Passed in unanimity

#### 3.4. Approval of the Agenda

Elie (IEEE), seconded by Kimberly (IISE), motions to approve the agenda for this meeting

Passed in unanimity



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# 4. NEW BUSINESS

## 4.1. ECA's Accountability Regarding Reimbursing Students (IISE)

Kimberly (IISE President): A lot of delays for reimbursements, understands trouble with finances. Asking for ECA to be held accountable for students having to pay out of pocket and not being reimbursed.

Hanna (ECA VP Finance): We don't have access yet, we were supposed to get access today. The societies with the longest/ waiting transactions. You can ask for reimbursements for your credit card interest.

Nada (IISE Senior VP): Sweaters point. The ECA is making the societies look bad.

Matthew (EngGames VP Internal): What happens with reimbursements for people that incurred credit, what is the reimbursement process? Because I found a way to pay the credit card.

Alessandra (WIE President): I thought there would be an accountability that we would be talking about right now. Can we have a certain time frame where ECA needs to incur the cost if they do not respond fast enough.

Hanna (ECA VP Finance): There needs to be something that we can do. I have been updating the Slack.

Benjamin (EngGames President): 30 day period to pay back any expenses is industry standard. If they are not reimbursed, there should be financial compensation.

Celeste-Melize (SPACE President): Clarification on robert rules.

Alessandra (WIE President): Robert's Rules clarification.

Ariane (ECA VP Marketing): I think the 30 days is a great idea. There should be a time frame during the ECA exec turnover to allow adjustment period.

Hanna (ECA VP Finance): 30 days is good going forward. I understand ECA should be accountable for this. The ones from the previous year I understand there should be some kind of accountability.

Sevag (SAE President): What about for the cheques that weren't able to be cashed to the accounts due to them expiring.



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Hanna (ECA VP Finance): I am happy to ask the companies to re-issue the cheques.

Sevag (SAE President): The sponsors are in a financially difficult position and the teams maybe in the red in ECA's terms for financially difficult.

Benjamin (EngGames President): Motion to that ECA should be accountable for late payment of 30 days of financial compensation of the amount of 10%.

Marissa (WIE VP Webmaster): Have that implemented in January to let Hanna take care of the accounts right now.

David (ECA President): This would need more clarification, 10% of what? There should be a communication between the incoming and outgoing finance.

Alessandra (WIE President): Hold accountability to the old VP Finance. I think it's fair for the 10%.

Courtney (CSCE President): Any new ones that come in as of now should be given the 30 days

Kayla (ECA VP Sports and Competition): Clarification on 10% and seconding Courtney.

Benjamin (EngGames President): 10% of the amount, but I agree with it being the credit card interest rates.

Marissa (WIE VP Webmaster): It is unrealistic to ask Hanna to get the accounts in order in just a few months.

David (ECA President): Just to clarify things need to be approved at the BOD, so she will have the accounts access

Celeste-Melize (SPACE President): Call to a vote. This should be part of the constitution.

Hanna (ECA VP Finance): The bank has an account limit for reimbursements

20201112-01: Benjamin (EngGames President), seconded by Alessandra (WIE President), motions that the ECA should be held accountable for the late payments of more than 30 days by financial compensation from the ECA of the credit card interest accrued of the owed amount per year.

Motion 20201112-01: Vote

Motion 20201112-01 is passed in unanimity



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### **4.2. Frequent ECA Council Meetings (IISE)**

Kim (IISE President): With COVID things are constantly changing, it would be nice to have more transparency and let us all learn about various things sooner such as winter Frosh.

Courtney (CSCE President): Can GCES vote?

David (ECA President) : They can vote but they won't get funding for their first year.

Kayla (ECA VP Sports and Competition): We can definitely be more transparent but we need more people on the slack and get the right people in the right channels. Secondly due to restrictions we won't be allowed to see each other in person.

Sevag (SAE President): Can we have a meeting every month?

Benjamin (EngGames President): There is definitely a way for us to get together and discuss what is going on.

David (ECA President): I will ask Luca formally to send a message out once a month to call for a council. If there are no points there is no need for a meeting, so please send the points you have to the Chair.

Celeste-Melize (SPACE President): Can we have more detail added to the agenda.

Nada (IISE Senior VP): It would have been better if we had a council meeting sooner, for big changes these council meetings are needed.

Sevag (SAE President): Maybe having an increase frequency of meetings will help us to stay up to day with ECA

Kayla (ECA VP Sports and Competition): We need points to make a meeting, we can't talk about nothing. If you ask me a question I will say a council meeting might be needed if we have specific points. With me and my mandate I have had meetings with all societies regarding all your needs for comps.

David (ECA President): Part of the issue is even school is not even sure about what is going to happen in the future. There is not much that can be done.

Benjamin (EngGames President): What kind of meeting is ECA participating in regarding school?



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David (ECA President): Concordia executive, president, faculty and department meetings. So with Chairs and the Dean of the department to share student feedback.

Kayla (ECA VP Sports and Competition): So what level of details do you want the ECA executives to share?

Marissa (WIE VP Webmaster): I think it would be good to have informal meetings with positions of the societies to encourage communication.

Sevag (SAE President): Maybe if informal meetings are impossible, having communication on slack or email. The level of detail will be relevant to the topic.

Alessandra (WIE President): It's not feasible to hold a council meeting for a point that can be just resolved by contacting one of the ECA executives.

Celeste-Melize (SPACE President): If there are less than 2 points in less than 2 weeks then we won't have a meeting? Help here. Now until the mandates are done there must be council meetings every month, if there are dire points that come up an emergency council meeting must be held? More than 6 points that come up for a meeting in 2 weeks, there should be an extra emergency council meeting to have these points discussed. Suggests the notion of an emergency council meeting.

### **4.3. Student Space Updates and Discussions (SAE)**

Sevag (SAE President): Can we please be aware of what is being discussed with the faculty and Concordia. I would rather have this information updated to me regularly from the ECA.

Kim (ECA VP Internal): The only way you have access to school is by sending a special request. The way to get regular access is by being a Masters students

David (ECA President): I booked a meeting. There is a case by case basis. No guarantees. We encourage you to reach out to the ECA for spaces for competitions. Capstone students will all be having access to labs next semester. The requirements for accessing school is very specific. Going through your faculty advisor is a way to get research related access.

Sevag (SAE President): Thank you for explaining it.

David (ECA President): This is very new information to me as well.



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Courtney (CSCE President): What is the ECA bringing to the table? The societies have not been asked what they want.

David (ECA President) Everything has been NO so far. I found out recently about these small exceptions. This is beyond my control.

Kim (ECA VP Internal): In general we won't have access unless there is a capstone or research related project.

Benjamin (EngGames President): We should contact ECA if we need space for competitions, what would you be able to provide?

David (ECA President): I can't answer based off of this, it's a case by case basis. We are legally liable. Some requests might be completely unfeasible.

Benjamin (EngGames President): What I am asking is would ECA be willing to rent spaces.

Kayla (ECA VP Sports and Competition): The answer is no to a rented space right now.

Benjamin (EngGames President): People are still going to work and such, it's just a matter of space to store our

Kim (ECA VP Internal): In that situation, if anything happens outside of school the situation is out of the ECA's control which is why ECA societies can't rent a space without our provision.

Kayla (ECA VP Sports and Competition): You are responsible for the lives of your executives and members of your society.

## 4.4. Update Regarding Talks That Were Being Held Between

### ECA Execs, Engineering Student Execs, Gina Cody and Faculty (SAE)

Sevag (SAE President): After the societies came together, what came of the student spaces funding. The last event of this was a meeting with Gina Cody and faculty, but we never got an answer as to what was happening. Was this pursued by the ECA.

David (ECA President): I spoke to them and there will be a meeting that will be happening. They are interested in talking about it more. Maybe we should brainstorm a few points for



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Celeste-Melize (SPACE President): I motion that all presidents of the engineering societies send David an email within the next week with their points regarding student spaces and general student and society needs to Gina Cody, the faculty and any other relevant parties. David shall then formulate an email to these parties and CC the society presidents.

20201112-02: Sevag, seconded by Melize, motion that all presidents of the engineering societies send David an email within the next week with their points regarding student spaces and general student and society needs to Gina Cody, the faculty and any other relevant parties. David shall then formulate an email to these parties and CC the society presidents.

Motion 20201112-02 is passed in unanimity

## 5. ANNOUNCEMENTS & VERBAL REPORTS

## 6. ADJOURNMENT

Elie (IEEE President), seconded by Marissa (WIE VP Webmaster), motions to adjourn the meeting.

Meeting adjourned at 8:57 PM