



Board of Directors Meeting

Saturday, November 11th, 2022

ZOOM meeting, Concordia University, Montreal, Canada

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6. 6:00 PM Vedang Dubey	
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6. NEW BUSINESS

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- 6.2 Ratification of Design Team Fund Allocation
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1. ATTENDANCE

Name	Role	Present
Mohammed Saaim	Chairperson of the Board	x
Ahmad Obeid	Secretary of the Board	x
Sierra Campbell	President	x
Tharushi Rathnayaka	Vice-President of Academic Affairs	x
Esinti Baskak	Vice-President of Sports and Competitions	
Zoe Mitchell	Vice-President of External Affairs	x
Remi Jonathan Choquette	Vice-President of Financial Affairs	
Elsa Younes	Vice-President of Internal Affairs	x
Sabrina Dubreuil	Vice-President of Marketing & Communications	
Chloe Law	Vice-President of Social Affairs	x
Maria Amezcquita	Building, Civil and Environmental Engineering (BCEE) Representative	x
Doan Gia Huy Vu	Computer Science & Software Engineering (CSSE) Representative	x
Seif Bedair	Electrical & Computer Engineering (ECE) Representative	x
Mert Kaan Kaseler	Mechanical & Industrial Engineering (MIE) Representative	
Fadi Hussain	Independent Representative	
Marina Ghali	Independent Representative	
Kayla Charky	Sage	
Erman Akman	Sage	x



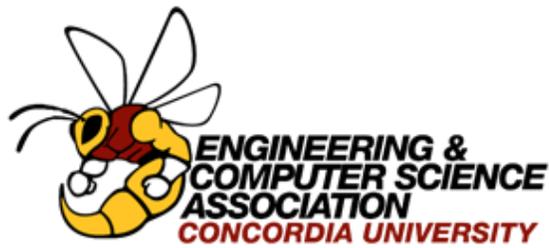
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2. SUMMARY OF MOTIONS

Motion	Motion	Result
20221105-1		Passed in unanimity
20221105-2		Passed in unanimity
20221105-3		Passed in unanimity
20221105-4		Passed in unanimity
20221105-5		Passed in unanimity
20221105-6		Passed in unanimity
20221105-7		Passed in unanimity
20221105-8		Passed in unanimity
20221105-9		Passed in unanimity
20221105-10		Passed in unanimity
20221105-11		Passed in unanimity
20221105-12		Passed in unanimity
20221105-13		Passed in unanimity
20221105-14		Passed in unanimity
20221105-15		Passed in unanimity



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3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 5:20PM

3.2. Approval of the Chair

Zoe, seconded by Elsa, motions to approve Saaim as chair for this meeting of the Board of Directors.

20221105-1 Passed in unanimity

3.3. Approval of the Secretary

Zoe, seconded by Sierra, motions to approve Ahmad as secretary for this meeting of the Board of Directors.

20221105-2 Passed in unanimity

3.4. Approval of the Agenda

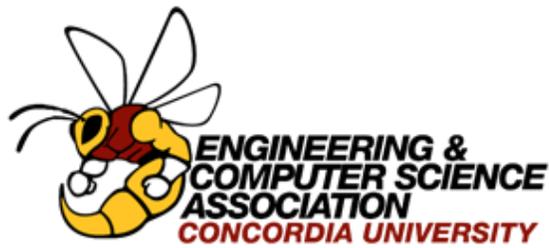
Zoe, seconded by Sierra, motions to approve the agenda.

20221105-3 Passed in unanimity

3.5. Approval of Previous BOD's Minutes

Maria, seconded by Zoe, motions to approve the previous BOD's minutes.

20221105-4 Passed in unanimity



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4. EXTERNAL PRESENTATIONS

4.1 Independent Representative Interviews

Chelsea Gillette Wan Chun Wah

Sierra: We will give you a few minutes to talk about yourself and your experience.

Chelsea: I was the ex-president of the club at my school for 4 years, I communicate with everyone, and manage sales. I feel like I am a person that likes to organize events like the swimming gala and photography event. I had to talk to the teacher to manage the events and answer questions to the people about the club. I like the events that happen in ECA.

Sierra: Did you participate in ECA events or member associations?

Chelsea: I really wanted to participate in the WIE.

Sierra: Are you comfortable putting your personal opinions aside for the greater good of the association?

Chelsea: Yes

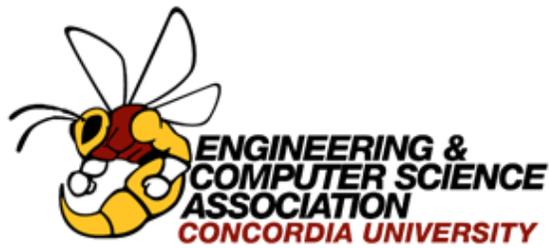
Sierra: Any events or activities from the ECA currently you want to help organize?

Chelsea: Yes i sent some like

Sierra: Are there any events you already want to participate in?

Chelsea: The iron ring ceremony

Zoe: What are you studying?



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Chelsea: Mechanical eng

Chelsea: : what makes a good rep

Sierra: a good one is one that participates in events and taking ur own initiative, you have a lot of room, so stay engaged

Chales: how does being in the ECA benefit you more than being an independent representative?

Sierra: Being part of ECA is fun and meeting new people. I think that can be achieved through any position though, it's really the social aspect of uni

Zoe: I also did most of my degree online, so I was able to meet people and make a first step to talk to people and being able to see the impact it has on people to enrich people's lives.

Elsa: i love meeting people but it's also kind of like "wow i managed this big event"

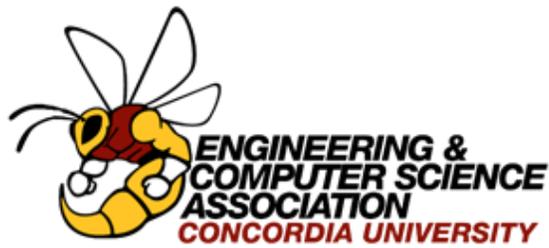
Sierra: I think it's really fulfilling to accomplish mandates, but the comradery between everyone is amazing. I will miss it after graduating.

Chelsea: : So you made good friends in the ECA?

Sierra and Zoe: definitely

Chelsea: : Alright great, I will reach out for more questions if I have some later.

Aditya Shah



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Sierra: We will give you a few minutes to talk about yourself and your experience.

I AM IN 2nd year engineering. I am also the VPE concordia, i am involved in -, i am inclivint in the boardof directors, i really like getting engaged in difeverenct associations, i know there are others like SIE and SAE, i try to learn from each other which is why im here. I awe are organixing around 6 to 7 events, 4 which im responsible for outside concordia.

Sierra: how many hours can you dedicate

I dont work at all so Im free, maybe 15 hours.

Participated in ECA events before?

Yes, ICE and Eng-lympics

Sierra: Are you comfortable with voicing your opinions?

Yes

Sierra: are there any current events in ECA you want to be part of?

Yes, there are quite a lot of events, I am

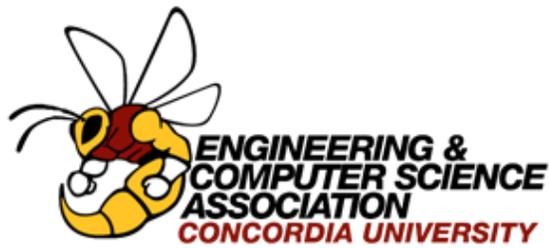
Slerra: ideas for events to improve student life engagment

Well, engineering life is really low. For that i think we should do an event about time-management. Like me for example, first year i wasnt engaged but now i am.

Sierra: if you dont get accepted for this positon, we are improving our sponsor and comp team

I would prefer the sponsor team, i have 10 to 20 sponsors right now.

Sierra: thank you for coming today, it was fun chatting with you, have a great day.



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Skaik Abdul-Hakeem

Sierra: We will give you a few minutes to talk about yourself and your experience.

Skaik: I'm second year in COOP software engineering. Past experience as a past dev really taught me not just being a SOEN, but also creativity, how to have a strong voice and opinion. I am a delegate for , I HAVE VOLunteered and developed a website that got lunched – not just from students but from everyone. This got me 10k sponsorship income, manage weekly meeting and check on everything. I am also part of an AI development club, we are only 10 but it taught me to constantly learn how to make this robot an IT and so my goal is to help future students engage in events and questionnaires. I am really looking forward to this position, I read the by-laws about the duties for this position. I learned about the duties and responsibilities and engaging in student life and presentation for undergraduate students, also collaborating ideas and thoughts in the BOD meeting. I am familiar with all these because I am also in the SOEN club.

Sierra: you mentioned that you are part of other clubs, so how many hours can you dedicate to this position?

10-15.

Sierra: did you participate in any ECA

No

Sierra:

Yes

Sierra:



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Definitely, i think i got a volunteering position not long ago

Sierra:

Yes, back to the SOEN conference, I told the team it would be great to have speakers to talk about their experiences in tech so far. I talked with people that had 2+ years experience from Nokia, Bell, -. That increased the members list.

You mentioned that you have sponsorship experience, we are recruiting sponsor team

Yes

Sierra: great, everything was addressed well so we will reach out to you later.

Shannon King-Richards

Sierra: We will give you a few minutes to talk about yourself and your experience.

Shannon: thank you so much for accepting me for the interview. Ever since Frosh, my team has been encouraging me to join an association. I saw this as an opportunity and decided to take the shot. I am in industrial engineering COOP, i did 1 intership and i feel like i can use my experience for this positions. I think i have great communication skills and I learned to be independent since my managers didn

Sierra: Any other ECA events you participated in?

I went to lizard lounge and club events. I went to the halloween event too.

How many hours?

I feel like with the amount of courses I am taking now, i can dedicate 1h per day instead of wasting my time.



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Are you comfortable with voicing your opinions/?

Well if i'm part of the association

Any current events of activities in the ECA you wanna help organize

Well any world be pretty fun to do

ANy ideas to help engage students with the ECA?

I think the lizard lounge is an inclusive event. I think if students knew more about it it woul db e better. You usually have to specifically search for it, so it should be more publized.

We also looking for roles in sponsorship team and comp team,

Yes, i wouldnt mind. I read the bby-laws and every position seem interesting.

Zoe: What is your favorite lizard lounge?

I would say one from last year because I feel like I learned a lot. I think it was a WIE one. I learned a lot about the university, and talked to many people. Marisa told me about the societies and all that so I loved it.

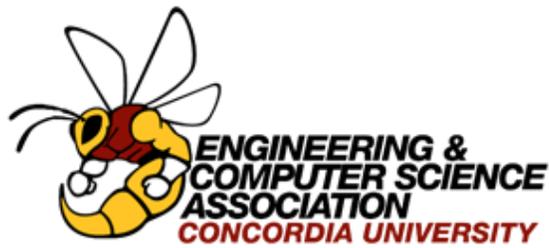
Sierra: Any questions for us?

I know you do lizard lounge and Frosh and halloween, do you do anything else?

We do Iron Ring, once you finish all your program requirements you get your ring. There is an After-Party. We host Banquets, and the network team does many workshops. There are a lot of academic and social events, if you have an idea go ahead and make it. We have tons of competitions too. Thank you for coming.

Constance Prevot

Sierra: We will give you a few minutes to talk about yourself and your experience.



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I was born in France but I came here a couple of years ago. I am in SOEN right now. I am trying to get involved this year and the later years. I am participating in hackathons and all the other events I can.

Sierra: Any other ECA events you participated in?

I attended the Google one, I did the first day of Frosh too.

Sierra: how many hours to dedicate?

I think 10h, because I am always on campus.

Are you comfortable with voicing your opinions/?

Yes, of course.

Any events or do you want to help organize?

I am interested in helping in anything, but I don't have an idea about them right now.

Zoe: Is there any part you found interesting in ECA?

I saw that there are reps for every department so I was interested in that.

We are looking for members in sponsor and comp teams,

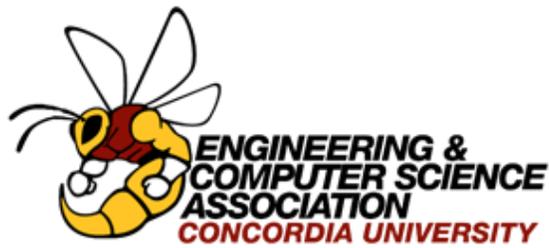
Yes, as I said I am going to a hackathon, we are trying to reach other universities for the same event too for example.

Sierra: Any questions for us?

Not really.

Jainam Shah

Sierra: We will give you a few minutes to talk about yourself and your experience.



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I am a first year SOEN student. I completed 2 semesters, I believed i would be a great fit for this position, I would be excited to be part of ECA since it represents us.

Did you participate in ECA events or member association?

Yes, i did Frosh, engineering games, a couple lizard lounges, and competitions like engweek and eng-lympics. I recently joined HackConcordia. I am part of the sponsorship team.

Sierra: how many hours to dedicate?

5 to 6 hours per day.

Are you comfortable putting your personal opinions aside for the greater good of the association?

Yes

Sierra: Any events or do you want to help organize?

Sure, I would love to organize some of the events ECA is planning. Like hackathons, lizard lounges and other regular events. Apart from that Frosh too.

We are looking for members in sponsor and comp teams, if you weren't selected as an independent representative, would these interest you?

I would like to join the comps team.

Yazdan Syed

Sierra: We will give you a few minutes to talk about yourself and your experience.



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Yazdan: I am an international student from Pakistan. When I was exploring unis, I was searching for clubs and social life too. I believe I am a people's person so I feel like it will be fun for me. By researching and reading the by-laws, I think I should be confident in this position and help make decisions to help others. Back in Pakistan I was in a society where we needed money, and the competition was tough. So I had lots of experience talking to companies and making a bond with them for sponsors, so I think this position will help me grow.

Sierra: Did you participate in ECA events or member associations?

Yazdan: It's been 2 months here so I am trying to settle down, and now I'm here.

Sierra: How many hours to dedicate?

Yazdan: I only have 3 days of the week where I'm busy but other than that I can dedicate lots of time.

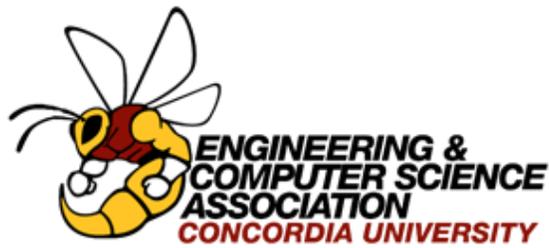
Sierra: Are you comfortable putting your personal opinions aside for the greater good of the association?

Yazdan: Can you give me an example?

Yazdan: Yes, well I like helping people and talking and bonding with them. Then it is better to make a decision where both parties are comfortable.

Sierra: Any events or do you want to help organize?

Yazdan: Sure, problems I searched were: I wanted to participate but everyone was like "join societies" but didn't say how to start. I joined homeroom but it was on Zoom. Here I experienced that everyone is shy in class. I also know many students go to Le Gym, so I want to invite people to play table tennis. Outside Concordia is a great club but the tickets go out fast, they also make the events early so I know many might not be willing to wake up early or for other reasons.



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Sierra: We are looking for members in sponsor and comp teams, if you weren't selected as an independent representative, would these interest you?

Yazdan: Will i have to seek out sponsor companies?

Sierra: Yes, and for competitions is more on the planning organization. We also host troitsky in february and engweek in march.

Yazdan: Sure I dont mind. I think i will learn something new in the comps team.

Sierra: Questions for us?

Yazdan: When I was reading the by-laws, I saw something about elections, what does that mean?

Zoe: This means we do the interviews and then the members will decide later.

Sierra: We had elections in April last year, which is what you are doing now.

5. RETURNING BUSINESS

5.1 CSCE Budget (From September 25, 2022)

Sierra: CSCE wrote their budget to their advisory council and it was passed. Remi said he was going to review and present it, but it still didn't happen. CSCE have been inquiring a lot about this.

Sierra, seconded by Elsa, motion for Remi to get their budget ready for the next BOD meeting.

20221105-5 Passed in unanimity



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5.2 Enggames Budget (From September 25, 2022)

Sierra: eng-games had new budget lines to present. Remi tabled it to review.

Sierra, seconded by Zoe, motion to mandate Remi to review the new budget lines for Eng-games and report back at the next meeting.

20221105-6 Passed in unanimity

5.3 IEEE Budget (From September 25, 2022)

Sierra: Last year they were not active but this year they are. They have comps coming they brought up at the advisory council. Remi tabled it to review them.

Sierra, seconded by Zoe, motion for Remi to review the IEEE budget that was presented at the advisory council and report back to the ECA at the next BOD meeting.

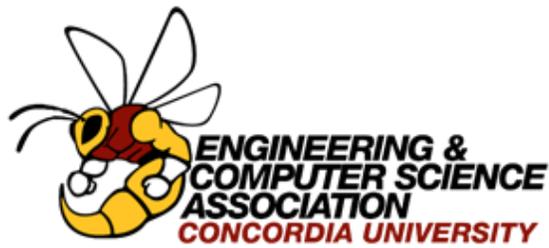
20221105-11 Passed in unanimity

5.4 Troitsky Budget (From October 15, 2022)

Sierra: This was tabled because Remi and Esinti wanted to go through the budget further and discuss. Esinti requested we review the budget and pass it, i do believe Remi had already reviewed and approved of this. It looks good to me too.

Sierra, seconded by Seif, motion to approve the Troitsky 2023 Budget.

20221105-11 Passed in unanimity



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6. NEW BUSINESS

6.1 Appointment of Independent Representatives

Sierra, seconded by Erman, motion to appoint Chelsea Gillette Wan Chun Wah and Skaik Abdul-Hakim as independent representatives of the board.

20221105-5 Passed in unanimity

6.2 Ratification of Design Team Fund Allocation

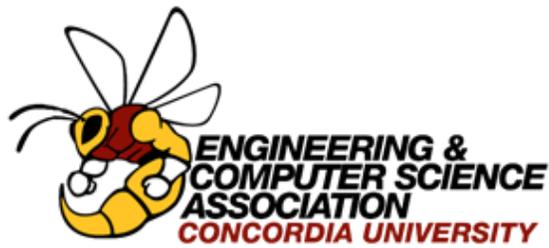
Sierra: The DTFC reviewed all of the applicants and determined their eligibility and got Remi's touch for the financial side. These are the teams that were deemed eligible.

Sierra, seconded by Zoe, motion to ratify the DTFC's allocation of funds to the following teams: CIADI, special projects, COncordia Concrete toboggan, eng-games team, SpaceConcordia rocketry, SpaceCOncordia robotics, SpaceConcordia space health, SAE AeroConnect, SAE Baja, SAE AeroDesgin.

20221105-6 Passed in unanimity

6.3 Honorarium Policy

Sierra: I just removed the section about the member association presidents that can be added at a later date. For now it tells you what the honorarium is and when, these have already been approved. This tells you how much you need to do for an Honorarium and what would make you ineligible. This is for department officers, independent reps, chairman and secretary, and – this is the honorarium they will be eligible for. I also have the admin section: advisory council can make recommendations to the BOD for any individual and the BOD can on all honorariums — if they dont complete their mandates as per the by-laws – stand in regulations. Policy committe will be responsible to update this policy. Anyone that isnt elegeble for the honorarium should submit a blank cheque



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and the VP takes it on themselves to –. That's the honorarium policy, any one has any questions?

Sierra, seconded by Marina, motion to pass the Honorarium Policy.

20221105-7 Passed in unanimity

6.4 Review of Societies Inventories

Elsa: Let's start with HackConcordia, this is their inventory. That's all they own.

Elsa, seconded by Zoe, motion for HackConcordia to add the costs on their inventory.

20221105-11 Passed in unanimity

Next is GCS, for now it's in the president's house. Mainly it's for the events they organize and Forsh.

Next is ASHRIE, they aren't official but they still submitted their inventory.

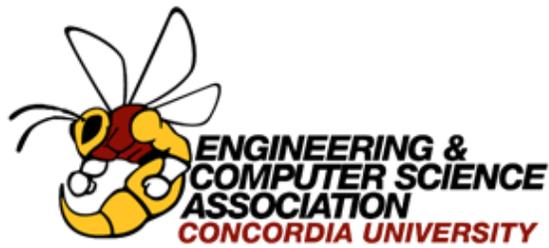
Elsa, seconded by Zoe, motion for ASHRIE to add the costs for their inventory

20221105-11 Passed in unanimity

For WIE, this isn't acceptable.

Elsa, seconded by Zoe, motion for WIE to submit a completed inventory.

20221105-11 Passed in unanimity



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For UAV, they have technical items in the Hall building.

Elsa, seconded by Maria, motion for UAV to resubmit an inventory with the costs

20221105-11 Passed in unanimity

Next is CSME.

Elsa, seconded by Zoe, motion for CSME to add the costs on their inventory.

20221105-11 Passed in unanimity

Next is IISE. They are good.

Next is Enggames, they have lots of swag. They got things for Forge too. They don't seem bad.

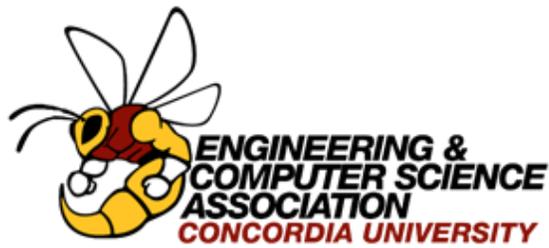
Next is IEEE. All they have is ELEC stuff.

Next is CSCE x CUBES, they share the same B-annex. They are good.

Next is SCS.

Elsa, seconded by Zoe, motion for SCS to transfer this inventory to an excel sheet.

20221105-11 Passed in unanimity



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Next is SAE Formula. Looks good.

Next is their Baja team.

Elsa, seconded by Maira, motion for SAE Baja to submit their inventory with costs.

20221105-11 Passed in unanimity

Elsa: I amend the motion.

Elsa, seconded by Thairushi, motion for SAE to resubmit their inventory with costs.

20221105-11 Passed in unanimity

Next is Space Concordia.

Next is Rocketry.

Next is Robotics team.

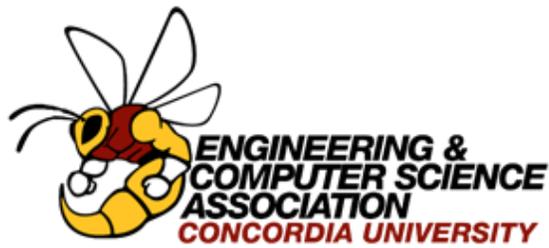
Finally we have Space Health.

Zoe: How come there is VAL? Is it included in the Rocketry? I dont think its alright to have the same cost applied?

Sierra: Well they are big so it's probably on purpose.

Elsa, seconded by Thairushi, motion for the following inventories to be approved: GCS, IISE, Eng-games, IEEE, CUBES CSCE and SpaceConcordia.

20221105-11 Passed in unanimity



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6.5 CDE budget

Zoe: I talked to Remi about this yesterday. Sabrina wanted to go and she is queer and is really good conference to meet people. The registration is tonight, it's 280\$ total to Winnipeg. To be on the safe side, there is public transportation there and meals are covered there. Remi looked at it and sent the okay.

Zoe, seconded by Elsa, motion to approve the CDE 1280\$.

20221105-10 Passed in unanimity

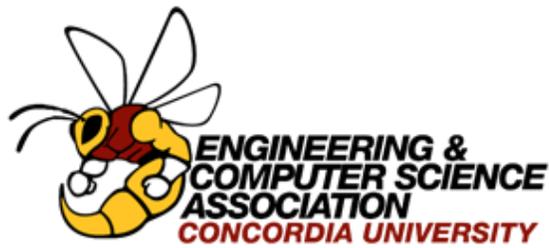
6.6 Engi-queers conference

Zoe, seconded by Elsa, motion to table.

20221105-9 Passed in unanimity

6.7 Confirmation of CELC Delegation

Zoe: Faiqa and I did the second round of interviews and the CELC members were chosen yesterday. Engineering conferences are: Me, Sierra — the reason we chose those is because it was part of my mandate, for Faiqa she is the director external, she is part of the selection team and in the president's meetings so she has a better understanding of CELC. Sierra really understood the point of CELC so she thinks she can benefit from it and improve on it. Thairushi has a clear understanding and would like



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to participate - – faculty team members as well and integrate the knowledge she gets from there.

Erman: Were the other applications outside the ECA?

Zoe: So we had 13 applicants. We have a selection philosophy which is “i want to attend the conference and think it would be beneficial for me”, we wanted them to use it to help others too. This is the first time since 2020 the event is in-person. It wasn't on purpose to have the ECA members go, we just wanted to make sure that they will use their knowledge for others. The others didn't exactly meet this criteria. However, there was 1 applicant that was in Paris. One was a strong applicant but submitted the application late. This is fully paid by ECA so we wanted to make sure of that

Zoe, seconded by Maria, motion to confirm Zoe, Faiqa, Sierra and Thairushi as the delegates that Concordia will send to CELC.

20221105-11 Passed in unanimity

Zoe, seconded by Sierra, motion to take a 5 minute recess.

20221105-11 Passed in unanimity

Zoe, seconded by Sierra, motion to end recess.

20221105-11 Passed in unanimity



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6.9 Sponsorship Committee policy

Sierra: This policy will determine the composition for the — who is on this committee. VP external and VP finance. We will then — to sit on this committee, and if VP finance has a director then they will be there. We will recruit for this position by — candidates to be ratified by the —. This is all under — so responsibilities of this committee include: making a package, coordinating with other execs, delegating tasks and hosting meetings to make sure they are all on the same page. Any questions?

Sierra, seconded by Zoe, motion to approve the Sponsorship Committee policy.
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20221105-11 Passed in unanimity

7. ANNOUNCEMENTS & VERBAL REPORTS

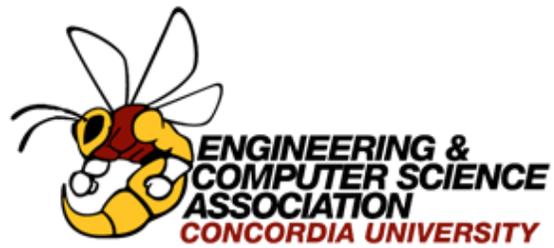
Mohammed Saaim: Nothing to announce.

Ahmad Obeid: Nothing to announce.

Sierra Champbell: Shoutout to everyone who is participating in Eng-lympics. And shoutout to CUBES who is hosting an info session. I think this will be We will have an email about a workshop on the 16th at 11am, i think i will make it mandatory. I hope everyone did well in their midterms.

Tharushi Rathnayaka: Nothing to announce. Volenteer for Iron Ring.

Zoe Mitchell: Thank you for confirming our delegation. Nothing other to announce.



Board of Directors Meeting

Saturday, November 11th, 2022

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Elsa Younes: We have new chairs and wifi. We will have monthly visits, there was an issue with the fire exit being blocked but that's fixed now with CSME.

Chloe Law: Nothing to announce.

Maria Amezquita: is almost done.

Seif Bedair: Well nothing much, just finished organizing the event for first years on how to study.

8. ADJOURNMENT

Zoe, seconded by Seif, motion to adjourn the meeting.

Meeting adjourned at 8:06pm