



Board of Directors Meeting

Thursday, July 13th, 2023

B-annex meeting, Concordia University, Montreal, Canada

1. ATTENDANCE

2. SUMMARY OF MOTIONS

3. PROCEDURES

- 3.1 Opening of the meeting
- 3.2 Approval of the Chair
- 3.3 Approval of the Secretary
- 3.4 Approval of the Agenda
- 3.5 Approval of Previous BOD's Minutes

4. RETURNING BUSINESS

- 1.Appointment of External Directors
- 2. CREIQ Camp De Formation
- 3.GCS Spirit Item

5. NEW BUSINESS

- 1. SAE Budget Approval
- 2.CSCE Budget Approval

6. ANNOUNCEMENTS & VERBAL REPORTS

7. ADJOURNMENT



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1. ATTENDANCE

Name	Role	Present
Saa'im Iktikhab	Chairperson of the Board	x
Rohit Sengupta	Secretary of the Board	x
Elsa Younes	President	x
Tharushi Rathnayaka	Vice-President of Academic Affairs	x
Aditya Shah	Vice-President of Sports and Competitions	
Marissa Profetto	Vice-President of External Affairs	x
Mohamed Bedair	Vice-President of Financial Affairs	x
Seif Bedair	Vice-President of Internal Affairs	x
Chloe Law	Vice-President of Marketing & Communications	x
Shannon King-Richards	Vice-President of Social Affairs	x
Cyrian Kedowade	Building, Civil and Environmental Engineering (BCEE) Representative	
Jainam Shah	Computer Science & Software Engineering (CSSE) Representative	x
Ahmad Obeid	Electrical & Computer Engineering (ECE) Representative	x
Mohamed Saad	Mechanical & Industrial Engineering (MIAE) Representative	x
Maria Fernanda	Independent Representative	x
Chelsea Wan	Independent Representative	x
Sierra Campbell	Sage	



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2. SUMMARY OF MOTIONS

Motion	Motion	Result
20230713-1	Elsa seconded by Chelsea motions to approve Saaim as Chair	Passed in unanimity
20230713-2	Tharushi seconded by Maria motions to approve the secretary	Passed in unanimity
20230713-3	Mohamed seconded by Chloe motions to table approval of previous BOD minutes	Passed in unanimity
20230713-4	Chloe seconded by Maria motions to approve the agenda	Passed in unanimity
20230713-5	Marissa, seconded by Chloe , motion to appoint Aymaan as Director External of internal	Passed in unanimity
20230713-6	Marissa, seconded by Elsa, motion to appoint Oleksandra as Director External of external	Passed in unanimity
20230713-7	Marissa, seconded by Shanon, motions to send 5 people to the Camp De Formation of CREIQ	Passed in unanimity
20230713-8	Mohamed, seconded by Elsa motions to table SAE and CSCE budgets	Passed in unanimity



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3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 5:35 PM

3.2. Approval of the Chair

Elsa seconded by Chelsea motions to approve Saaim as Chair for this meeting of the Board of Directors.

20230713-1 Passed in unanimity

3.3. Approval of the Secretary

Tharushi seconded by Maria motions to approve Rohit as the secretary for this meeting of the Board of Directors.

20230713-2 Passed in unanimity

3.4. Approval of the Agenda

Chloe seconded by Maria motions to approve the agenda

20230713-3 Passed in unanimity

3.5. Approval of Previous BOD's Minutes

Mohamed seconded by Chloe motions to table approval of previous BOD minutes

20230713-4 Passed in unanimity



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4. RETURNING BUSINESS

4.1. Appointment of External Directors

Marissa: So Aymaan interviewed well but he looked like he wasn't able to commit to that position and seemed more interested in working on the external team or competitions. Which is why I think he would make a great director external where I want him to work with competitions to get sponsors for competitions specifically.

Marissa, seconded by Chloe , motion to appoint Aymaan as Director External of internal

20230713-5 Passed in unanimity

Marissa: Moving on to my second director, Alexandra applied for VP external for WIE so I reached out to her to interview her for director external. I know she's prepared to learn a ton, and I'm excited to have her on the team as well, so she'll be working as Director External of external.

Marissa, seconded by Maria, motion to appoint Oleksandra as Director External of external

20230713-6 Passed in unanimity

4.2. CREIQ Camp De Formation

Marissa: First of all, so the mission of CREIQ is to protect, defend, and promote the interests of its members. They ensure the well-being and development of engineering students, whether they be of academic, educational, social or cultural interest. Additionally, they represent student interests and voice of concerns with key players such as the OIQ and the Council of Deans of Engineering and Quebec. So liaison between OIQ and all engineering students in the province.



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Marissa: But what is the Camp De Formation? It's going to be basically a chalet weekend, including training sessions for student leaders, so us specifically. So the full mass hour training include the QCESO's history, Key players in Quebec engineering, managing sexual violence, good governance practices which will be hosted by GENIUM 360. Searching for partnerships and sponsorships, social network management, financial affairs workshop, raising awareness of climate issues and the OIQ will also be presenting something, etc there are a couple of others.

Marissa: So where is it? It's at Île d'Orléans which is I think Quebec cityish so basically 3 hours away. So when is it? Inscription ends on the 14th and Weekend is the following weekend, so July 21st – 23rd. Who is CREIQ camp de formation. ECA and all the other ECA equivalents from other societies all together 14 societies will be in attendance.

Marissa: How much is this going to cost? It's going to be a maximum \$90.00 per person, so more participants lower the price. They're starting by saying 90 per person just cause that's the maximum it will be but once the inscription is finished, they're going to let us know, like, the official price, it will most likely be less than that. This will include lodging, food and training, however does not include alcohol. So, who are we bringing? 6 ECA reps are ideal, but we need to discuss who we are bringing.

Elsa: For VP social do we know if Tracy is available to go?

Marissa: Shannon said she would ask today. Also Mohamed did you ask your director finance because I know we talked about it a few days ago.

Shannon: Regarding Tracy she said she was available.

Mohamed: I can check if my director is available and let you know. Do you need it by tomorrow?

Marissa: Yeah tomorrow is to sign up but I think if we sign up a certain number of people even switch up the certain individuals it won't matter. I think they just need a number for payments.

Mohamed: I'll check with my director and let you know. But I only saw one presentation finance related so do we know what the information being presented is?

Marissa: So I have a file with a detailed description of what each of them is but I wasn't



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gonna go through that now.

Seif: One of my directors I checked with said he won't be able to make it but the other I'm still waiting on a reply from him hopefully by tomorrow I will have a reply from him. We just had our training yesterday so I will have to fill him in on a lot more details before he can efficiently cover all the things that are going to be covered there. But if Elsa is going to be there like she was VP internal last year so she will be able to understand what is going on.

Marissa: It's just that I put 6 people ideally because we want to show up and show that Concordia is involved and that we want to be president and that we care. Also there are some trainings that are happening at the same time so I wanted more than one person in a training at a time. So 6 would be ideal and 4 would be a bare minimum.

Elsa: Regarding the rest of that budget line like for conferences that is going to be used for the student body to go to conferences right? So isn't it more important to send them and include them in other conferences too?

Marissa: I mean this is the trait thing for us to do our job the best that we could so I don't see it as a waste of money.

Elsa: No that's not what I'm saying, I am saying that 4 is just enough we don't have to bring 6. But first of all who is available. Like is anyone interested in coming or anyone available.

Tharushi: Since I don't have anyone to send for Acad I mean if you think it's beneficial I can come. I mean I understand French but I can't talk back but I also don't want to waste the students' money if there is already going to be someone.

Marissa: I mean if you're comfortable and you want to come or else we can ask an independent rep to go. Like I don't want people to feel like they have to come.

Tharushi: Yeah since my director also doesn't speak french like it's okay I don't mind like I am also free that weekend.

Marissa: Okay should we decide on the number first and then decide who is going?



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Marissa, seconded by Shanon, motions to send 5 people to the Camp De Formation of CREIQ

20230713-7 Passed in unanimity

4.3. GCS Spirit Item

Marissa: So in Ontario and 13 Quebec schools, it's customary for the student body to support their school spirit item to school events and external events alike, as like a sense of pride. So in Ontario, I believe like all that engineering faculties at the different schools, there are things like.

Marissa: Leather jackets or leather bombers and like, almost like all the schools in Ontario do that and then in Quebec it's weird because it's either like the whole school or just the Ju de Jenni have their special item and like everybody has different items. So we did a form like a few months ago, I think like around the exams or before exams, so the results were 78 responses. That's about 1.33% of the student population 42% did not like the item suggested, which is a lot and 43% would not wear it so overall the sash was not loved. Issues so only suggesting a single item I think was probably not a great idea because as you could see most people not most people, but a lot of people wouldn't wear it and didn't like it.

Marissa: Color choices were too specific, so it was like Burgundy, gold or like, kilt and I feel like there should be more general color suggestions or schemes and also most people do not collect/have patches so this item was like much use for them.

Marissa: So, this was the like thing in the form if you didn't see it, these are the eight options: a belt, coveralls, Flannel, Letterman jacket, Robe, Sash, utility jacket and windbreaker. Do you like the idea of a school spirit item? Most people said yes. Majority of people were down for ECA colors, but there was also a big favor towards like black or dark colors and then a bunch of random red Indian black like little suggestions. We also asked would you wear this spirit item to engineering events or any kind of social events? We also asked why one would not wear it.



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58 votes: yes to everything the most.

26 votes: would not wear Robe

23 votes: would not wear Sash

17 votes: would not wear Belt

17 votes: would not wear Coveralls

8 votes: would not wear Flannel

6 votes: would not wear Letterman Jacket

5 votes: would not wear Windbreaker

4 votes: would not wear Utility Jacket

Marissa: So Windbreaker, Letterman Jackets and Utility got the lowest would not wear votes. We also got a lot of suggestions. They mostly said don't make it too expensive. External team's suggestions,

Oleksandra – Director External external

Item of choice: Utility Jacket

"I like the utility vest because its suitable for any weather, its practical, and just really cute"

Aymane – Director External internal

Item of choice: Robe

"I really like the robe, it gives off nice chill vibes and we also don't have to worry too much about size since it can be adjusted, also pricing options seem to favor that one"

Marissa: My suggestion is the robe because it has some give, cheaper to manufacture and you can make it look really great, it's really original and you can wear it whenever.



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Utility jacket also you can wear throughout the year, it is also fun and convenient to put your stuff in there. And finally a corduroy jacket however this wasn't in the list.

Marissa: The top three items voted for are Varsity Jackets(74 votes), Windbreaker(53 votes) and Utility jacket(38 votes) however these have their own problem, first of all the varsity jacket it gets super-hot so you can't wear it most times of the year and also extremely expensive. Second, for the Windbreaker the embroidery and patches are near impossible and they are not very durable. Finally utility jackets are difficult to wear and style.

Elsa: Could you show the top two they voted for?

Marissa: The top two are letterman jacket and windbreaker. The Letterman jacket is unrealistic its too expensive.

Elsa: Then why ask them if they like it?

Marissa: Well they wont be mad we didn't choose this as it's too expensive and in the suggestions they are asking for cheaper things.

Elsa: I like the robe but quality wise is it going to be okay for a year? It looks fragile. Also you said that's Artscaw?

Marissa: Yes, the last one is Artscaw.

Elsa: Mohamed correct me if I'm wrong but isn't Artscaw complicated payment wise?

Mohamed: So their problem isn't payment it's more like they do the payments in a complicated way. So I don't remember if it's Artscaw but there was a company year and they don't simply take the money from the bank account but break it up into parts like



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20% of your payment then 30% of your payment, etc. So this makes it hard to keep track of them.

Elsa: For the Corduroy jacket is it possible to buy them from somewhere where they do the embroidery and it's not too expensive

Marissa: So I looked up wholesale Corduroy jacket and we can basically put it somewhere on it.

Elsa: So it could be like the one on the left and we basically put our logo somewhere on it?

Marissa: Yeah that's basically it.

Elsa: So it would approximately be around \$40 for people?

Marissa: Yeah approximately.

Mohamed Saad: Since the Letterman jacket was the most chosen and we can't do it anymore shouldn't there be another vote removing the Letterman Jacket and including the new jacket(Corduroy)?

Marissa: It might be too time consuming since it'll take at least a month to get the results from another vote and I think people are getting a bit fed up with the forms since there was another one just before this one. I mean if you guys want to we could do that but we might get less responses.

Elsa: Personally I vote for the second best Windbreaker looks good, not too expensive and it's one of the options but I also want to point out that it might seem like we are just voting on an item but think about it like this we are choosing a spirit item for Concordia



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for all the years later and if we choose wrong it may be very hard to suddenly switch items. This is the start for Concordia items like other universities. They already have their items for so many years. It's like tradition and stuff and we are starting a tradition and if they don't like it then it'll be hard to go back. But personally I would go for the Windbreaker.

Seif: So I think like Elsa said like we shouldn't really rush into it I understand another poll would take more time but I think should try another poll with prices and everything, I also think we could keep the letterman jacket it got more votes even if it's expensive if that's what they want we shouldn't just make a decision like that.

Marissa: I guess I understand what you're saying. We could try another poll and show them the prices and have pictures to show them what it would look like.

Mohamed Saad: Yeah I feel like we should keep three choices if we take a vote and otherwise I think the Corduroy is the best since it resembles the letterman the most and that is what most of them voted for so something similar may be the best choice.

Marissa: So we could also make people say choose your favorite or choose your top two items.

Seif: So the robe I personally do like it but a lot of people dislike it so if anything should be removed maybe it should be the Robe. Because there's a difference between I liked something else more and I actively disliked it and the Robe got a lot of hate.

Marissa: The only reason I can think of for that is probably because it's hard to visualize how it would look.

Seif: I also think that maybe before we take the vote you should work with Chloe to get the final product design and the final price estimate with a more precise estimate.



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Because we don't want to say it's \$40 when it's actually \$35 because that \$5 dollars might be what makes them decide between that and another one.

Chloe: We could just do Instagram stories with Yes or No as options for the items separately and then see which one got the most Yes.

Elsa: I did a few polls on the ECA account and I didn't get much in terms of responses. I also think the demographic on Instagram is different from like newsletter people and stuff.

Mohamed: Okay so I have a suggestion why don't we use both like Instagram polls and like Elsa said posters or some other stuff. If this decision is so important, we may not want to rush this at all. And an Instagram story is kind of unprofessional like maybe an entire campaign for it.

Elsa: Yeah I agree with that, the only issue with multiple sources is we might have the same voter voting twice on different platforms, this could mess up the data but yeah we could spam it everywhere. I think we should do a huge thing in the fall and frosh.

Seif: So right now let's not make a decision on which item should stay and which shouldn't, let's wait for the designs and then decide as that could affect the decision.

Elsa: So you're saying we wait for Marissa and Chloe to finish their final design and find the approximate prices and stuff and then we basically decide on the top three after considering people's opinion?

Seif: Yeah like right now we have five items, so we get the final design for them and then let the board decide.

Chloe: Okay so then can we move on to the new business points?



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5. NEW BUSINESS

5.1. Budget for SAE and CSCE

Mohamed: Yeah so it's pretty simple we were supposed to do the budgets for two societies SAE and CSCE but they are both not registered yet so we simply cannot do their budgets so I want to table the two budgets.

Mohamed, seconded by Elsa motions to table SAE and CSCE budgets

20230713-8 Passed in unanimity



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6. ANNOUNCEMENTS & VERBAL REPORTS

Saaim Iktikhab: No announcements

Rohit Kinkor Sengupta: No announcements

Elsa Younes: Please fill the slides for Saturday's Biweekly meeting, excited to see you again there so please fill your slides asap.

Tharushi Rathnayaka: No announcements

Marissa Profetto: No announcements

Mohamed Bedair: No announcements

Seif Bedair: No announcements

Chloe Hei Yu Law: No announcements

Shannon King-Richards: No announcements

Jainam Shah: No announcements

Ahmad Obeid: No announcements

Mohamed Saad: No announcements

Maria Fernanda Amezquita Moreno: No announcements

Chelsea Wan Chun Wah: No announcements



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7. ADJOURNMENT

Chelsea, seconded by Tharushi, motion to adjourn the meeting.

Meeting adjourned at 7:00 pm