



UVic ESS Council Weekly Meeting  
 Sep 15th, 2022  
 ESS Office and Google Hangouts

Council Members not in attendance:

**Territory Acknowledgment**

We acknowledge and respect the ləkʷəŋən peoples on whose traditional territory the university stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.

**1. Call to order**

This meeting was called to order at 6:04PM, with Jessica Hubbs as the chair and Aurelia Teulon as the secretary.

**2. Adoption of the agenda and approval of previous minutes**

BIRT the agenda be approved for the August 16th meeting, as shown.

BIFRT the minutes be approved for the September 15th meeting, as circulated.

Mover: Eila

Secunder: Sarah

Result: Passed

**3. Presentations & Private Members' Business**

**4. Updates from the Council Members**

President

- If you're an exec or council, book a one-on-one meeting with the president to discuss responsibilities.
- Inform Jess about when you can do office hours. Lots of volunteers this semester so it is unfair to double-book people
- Booking on-going meetings with faculty
- PM tomorrow
- Exec and council meetings
- Office hours
- Clubs day! Jacket order!
- Faculty Mixer
  - Post about it on social media and discord
- Post about first year rep?
- Fall Charity Event, [Potential charities](#)
  - Surfrider Club
    - [Local charity related to environment and sustainability. Have a chapter at Uvic.](#)
  - Shim's Ride - Spinal Cord BC
    - [Rowing team, donates all their money to spinal cord BC](#)

FINGER RULES



New Topic



Direct Response



Point of Clarification



Hangloose



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- No preference for either as long as they are registered.
- Rotating local charities each semester/year.
- ESS Canva account
  - Get canva account for new graphics coordinator so they have access to templates
    - Easier to make new posters
    - More uniform.
  - We can get a free account. Doesn't significantly change usability.
- Touch briefly on completed things; focus more on things that need to be done.
- Discussion Points
  - Potentially change meeting time due to school restraints

#### Equity Officer

- 
- Discussion Points
  -

#### VP Communication

- Things getting up to speed
  - Starting with website, about us and other things
- Calendar fixed
  - Updated and completed, updated for new events
  - Way to link google calendar to website? - easy to do manually but still a task
- Notion and what it means for events
  - Managing ESS posters and files
  - Mixed opinion on what Notion is and how to use it, possible tutorial (?)
  - Meeting to go over notion, book a time within next couple days (or during 1 on 1)
  - No progress on events as of yet but work is underway
- Comments on the SGM
  - Technical difficulties, finances especially, resolve to do better in the future. Greater professionalism going forward. Finalize budget ahead of time and coordinate with execs.
  - Change method of presentation on budget and SGM in general. Sectional (?) Approximation is difficult to determine ahead of time. Pi chart, or another type of infographic.
  - Division of responsibility between chair and president. Chair manages the schedule, president manages the presentation. Less interruption of council members, almost in a court style.
  - Good job overall on SGM
- Have a nice term everyone!
- Discussion Points



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#### VP Events

- UVEC
  - We no longer have a competitions coordinator, we need to get one soon, should be urgent but the later we get one, the more stressed Sam and Eilä get.
- EEE
  - T-Shirts are ready to be ordered, Kye is trying to get them for cheaper since we have the time to try, otherwise, they can be here pretty soon.
- Formal Night
  - Waiting for venue confirmation, Bay street armory!!
  - Date: November 5th
    - All ages, cash bar that requires ID. No breaking the law!
    - Can bring partner if they don't go to uvic.
- Siege Week:
  - Planning underway, sent Quad booking application/form last friday, haven't heard anything back yet.
    - Minor safety improvements needed, overall safe.
- Action Items:
  - Talk to Leo and get all the TTT stuff (on notion) ready before next week
    - Graphics ready today or tomorrow.
  - Talk to Malcolm/others to get somebody planning climbing event
  - Start cold-calling venues for EEE
  - Fill out insurance forms (siege week, formal night, EEE maybe <discussion?>
- Discussion Points
  - Possible BUGS EEE?
    - Biology undergrads society, BUGS EEE ideas for next semester, joint EEE.
    - BEEEtle?
  - CSS Events
    - Design Sprint
    - Summer EEE
    - Commerce students society, pitch an idea and receive funding from coast capital.
    - Social event with business? Take advantage of their status. → Formal night?
    - In the notion for next year? BUGS > Summer EEE



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#### VP Internal

- ESS Teaching Award Event is tomorrow!!
  - 5 - 7pm in the ELW lobby - who can come
    - And who can be there at 4 to help set up tables and chairs, podium for talking, tables for food...
  - More people for setup = ideal, many things to organize, food arriving at 4:30 - 5
  - Phonetic pronunciation of names
    - Dr. Thirumarai - Chelvan
    - Dr. Zastre
      - Zah-s-tree
    - Dr. Giles
  - One potentially not coming
  - Name tags and guest list
    - Beneficial, write discipline on nametag?
  - The Faculty of Engineering Communications Officer has requested that someone take photos of the winner and nominees to include in the faculty newsletter and on the website (maybe a group photo, a photo while I am presenting the certificate to people, faculty and students together at tables...) - who could take photos? (landscape way!!)
    - Kelvin (can photograph and setup early)
    - Link on instagram and facebook (input name and email to see if you can come tomorrow) \*must be an engineering student\*
    - Not formal but don't come dressed like a slob.
- First Year Rep and Council nomination process is underway (nominations close saturday at 11:59)
  - I will talk to both math 110 sections tomorrow
  - I have received one response of someone interested in being on FYC
    - First years check to see if email goes through, sometime tomorrow
- Discussion Points
  -

#### VP External

- PM tomorrow!
  - Gonna be gone till monday
  - General assembly will be online :(
- UVEC
  - Need a competitions coordinator. If you are interested, or know someone that may be interested, please let me know!
- AGMR



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- Need to make a selection committee and send an email out to everyone. We will be sending 16 delegates.
- Was hoping for the selection committee be me, Abdul, and Eila. @Eila you interested?
  - Date: Oct 7th
  - Difficult decision process
  - Aila on committee
- Emails
  - Email sent to UVEC peeps to pick up their shirts in the ESS office. If anybody comes in looking for a UVEC shirt, give them one from the big box that says "UVEC shirts"
  - @Abdul did you send the WEC swag emails and/or give me the list of emails? (not yet)
- Discussion Points

#### VP Corporate

- Coffee from Fernwood or Discovery?
  - People don't like the costco coffee,
  - 15% off through discovery (5lb bag) - \$90
  - Fernwood (5lb bag)- \$60
  - Good coffee = more people coming into office = more exposure
  - Other drinks besides coffee - non caffeinated - hot chocolate - apple cider? Go over with Adam
- UVIC Real Estate club is looking for some support
  - Civil engineers + developers = ?
  - Speaker type event, want our help to advertise and potentially other events
  - Requires further looking into before committing to anything - schedule meeting
  - Email content:
    - > Connecting and creating more co-op opportunities for engineers
    - > Public speaking
- WEC sponsorship through UVEC sponsors?
  - SFU Surrey location for WEC, transportation should be cheaper - fundraising for WEC
- AGMR is fast approaching!
  - Applications open: soon™ - expect an email today?
- Discussion Points

#### VP Finance

- New Expense form now in exec channel, use it not the summer one lol
- Got to mail some cheques still, will do it before next week (action item!)
- We need to do up the Services gas money policy still
  - Follow BC set number (\$0.61/km) maintenance and gas included (updated yearly - link website/document)



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-Revise transportation language on documentation.

- Discussion Points
  - Discuss cheque signing at a later date, avoid changes

#### VP Student-Life

- Sorry I'm not here, currently in my own *much* cooler clubs meeting
- Clubs stuff is going well so far, getting everything set for clubs day (Sep 28th) and club funding
- Adam is doing great as director of services
- Starting work on some new merch items
- I'm going to try and fix the foosball table once things calm down a bit
  - Jacket order after EEE (open in October and close order mid October)
- Discussion Points
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#### First-Year Representative

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- Discussion Points
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### 5. New Business

**BIRT:** The elections from the Fall 2022 SGM elections will be ratified for the following roles and people.

- Director of IT: Malcolm Seyd
- Secretary: Aurelia Teulon
- Director of Sports: Alvin Zhao
- Director of Services: Adam Chen
- Director of Outreach: Jared Stephenson

**BIFRT:** The following people be appointed for the following positions.

- Graphics Coordinator: Gabrielle Yuan, Katelyn Dhami
- Charity Coordinator: Tavin Shames
- Clubs Coordinator: Brynna Clarke
- Social Media Coordinator: Joban Raiwal

**Mover:** Sarah

**Second:** Cord

**Result:** Passed



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## **6. Other Business**

## **7. Adjournment**

With no further business, the meeting was adjourned at 7:34PM.

## **Next Meeting**

The next ESS Council Meeting will take place on September 22nd.