



UVic ESS Council Weekly Meeting
January 10th 2022
ESS Office and Discord

Council Members not in attendance:
● Abdul
● Jasper

Territory Acknowledgment

We acknowledge with respect the Lekwungen-speaking 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 5:35pm , with Jessica as the chair and Aura as the secretary.

2. Adoption of the agenda and approval of previous minutes

BIRT the agenda be approved for the January 10th meeting, as shown.

BIFRT the minutes be approved for the December 31st meeting, as circulated.

Mover: Jessica

Secunder: Sam

Result: Passed

3. Updates from The Council Members

President

Previous meeting:

- Council 1 on 1s
 - Notify Jessica of a time when you are free

Updates

- SGM, budget ready, thursday 6:30pm
- Tour of FSAE workshop for people
 - Can arrange date
- Cinkant meeting
- CSE pre reg (Sam?)
- Meeting with Mina
 - Mkaerspace
 - Boiler room or new building
 - Government keen to give money in support of student
 - \$1-5 million :0
 - Faculty member would be helpful to keep the project stable in the long term
 - Establishing a committee with a student from the ESS could draw from the fund that would be established via the referendum with direction to the makerspace
 - CSU room
 - Cited issues with space but agreed to look into the matter, especially since the room has been long underutilized (space force)
 - E-day ideas

FINGER RULES



New Topic



Direct Response



Point of Clarification



Hangloose



Firm agreement



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- - Good response to E day overall
- Update transition docs
- Volunteer for stuff
 - Opportunities:
 - CSE selection committee
 - Lobby promotion tomorrow

Next meeting:

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Discussion Points

- External opportunities section on discord
 - Good idea

Equity Officer

Previous meeting:

-

Updates:

- Contacted Kath regarding event w/ LTD that I mentioned previously
 - No response will contact LTD club email but usually no response
 - Try discord
- Some volunteer opportunities sent from faculty gotta send those emails out
- Jess going to the edi committee meeting for me tmr?
 - Send info, can discuss edi training for TAs
- Meeting w/ Connor from UREC to discuss ESS sustainability sometime this week
 - Any questions/concerns? Anything u want me to add?
 - Metrics of measurement to do formal comparison
 - Write doc after this
- E-day
 - I should send invoice to cord
 - Please volunteer if possible, I'm trying to get fyc members to help
 - Also we should have a better system for getting volunteers and try to get fyc involved more especially in first year specific events
 - Should extend polar plunge invite to csc students
 - General note to keep in mind, for events like polar plunge that are low-cost and cost doesn't get much higher w/ more people we should include csc students

Next meeting:

- Work on director of outreach profile

Discussion Points



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○

VP Communication

Previous meeting:

- N/A

Updates

- Not much for this past bit, been busy as hell trying to fix up my courses and such this past week so I've been a bit absent
- CSE Poster and webpage should be ready to go by the end of this meeting, if someone could print it out and post it that would be awesome.
 - [Else can be done on Thursday](#)

Next meeting:

- Probable progress updates on the Discord

Discussion Points

○

VP Events

Previous meeting:

- Vikes basketball email?

Updates

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Next meeting:

- Vikes basketball email?

Discussion Points

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VP Internal

Previous meeting:

- N/A

Updates

- Working on getting ECE rep officially set up
- Accreditation
 - Sam went to faculty meeting (thank you so much)
 - I will talk with him and the faculty about what needs to be done :)
 - Does anyone have any thoughts/questions/concerns you want me to raise?
- Helping fyc get ready for the semester
- My focus will be on updating transition docs before things get too busy



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Next meeting:

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Discussion Points

- Is anyone able to attend the feb/mar/april faculty meetings for me? First tuesday of every month at 2:30
- Sorta random thought, at celc the upei pres/vpx mentioned that she was able for it to become mandatory for all eng students to participate in edi training
 - Would it be possible for us to implement something like this?
 - (i'm not sure how often or how it was organized but i can get more info)
 - Possibly will be included in ENGR130 as a section and trying to take action on it ourselves would be difficult. Could be included in E week going forward.

VP External

Previous meeting:

- Discord updates?

Updates

- Discord Updates
 - I haven't really made much progress since the last (regular) meeting
 - I have requested that the VP Comms take the lead for this because it fits his position better and i have a lot i want to do with VPX this semester.
- Updated policy manual with the motion we passed regarding delegate fees for non-VPX people required to go to conferences as a voting member in late september
- There is no terms of reference for conference selection committees
 - This really needs to be fixed
 - Will be a project of mine this semester
- WEC
 - We still have not gotten a schedule from them....
 - Makes scheduling interviews for CSE hard
- CSE
 - Speaking of CSE!!!
 - Applications are out, I am currently assembling a selection committee
 - Email has been sent out, post made on the Discord, Viktor asked to make posters it, post on social media, etc.
 - @viktor any updates?
 - This is my TENTATIVE timeline for it:



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Red = Conference deadline

Blue = ESS deadline

- Jan 7: Applications Open (DONE)
 - Jan 10: Advertising starts
 - Jan 13: Pre-Reg due (must be able to afford the amount of delegates)
 - Jan 16: Confirming number of delegates
 - Jan 18: Applications Close
 - Jan 19: Delegates shortlisted, interviews scheduled (THIS IS ALSO WHEN WEC STARTS)
 - Jan 23: Interviews Start?
 - Jan 24: Delegates finalized?
 - Jan 25: Delegate registration due (late reg is \$50)
 - Jan 27: Invoice sent for delegates
 - Feb 23: Conference
- Note that WEC happens from the 19th-22nd, this makes things very difficult as this is the period when i WOULD have been interviewing people
 - Partially this is on me for not looking at my availability for interviews but also WEC ends 3 days before the registration deadline and that is a nightmare no matter what
 - At minimum, delegate shortlisting and interview scheduling will have to be done at WEC
 - Interviews will have to be done during WEC online as well if we want more than one day for registration, which we DO want
 - I have asked the CSE chair for a 1- or 2-day extension for the registration deadline. IF WE GET THIS then it will make things INFINITELY easier as we will have at least 2 days for registration and at least 2 days for interviewing.
- CELC
 - It happened and was really fun!!
 - I have notes on all the Governance sessions
 - Major things of note:
 - I discovered that Electrical and Computer engineering at UVic might be breaking accreditation guidelines, as you can theoretically take only two different courses between the two degrees and get entirely different degrees
 - @Sarah would it be possible to look into this? Apparently our accreditation review will be happening around this time as well
 - New CFES positions:
 - Prez: Duncan Lamont (prev. Wesst prez) from Manitoba



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- National Councillor: Mark (prev atlantic ambassador) from the atlantic region (idk school)
- National Councillor: Avery (prev VP comms) from also atlantic region i think
- VP External: Juliette Gagnon from Universite Laval
- VP Advocacy: Catherine, from UofC
- VP Services: Bridget from U PEI
- VP Comms: Christine, dont remember what school
- VP Finances and Administration: Emily from Regina
- The CFES will develop a position on the modernization of the Iron Ring ceremony for CESS
- There was a presentation outlining details on if schools wanted to do a joint bid
- An accessibility list was created to aid schools in their bids, schools will be able to say which of these their conference will account for
 - Wheelchair accessibility
 - Venue transportation
 - Walking distance
 - Dietary restrictions
 - Rooming flexibility
 - Gender, alcohol, religion, etc.
 - Inclusive washrooms
 - Emergency services (~30 mins away)
 - Translation services if required
 - Must be able to reach venue
 - Non-alcohol based events
 - Mindfulness time
 - Time allocated for breaks
 - Space allocated for breaks
 - IMO the accessibility list is really good and we should look into adapting a version of it for our own events! Our current policy specifies that we must advertise if events have gender inclusive bathrooms and are wheelchair accessible but that is it
 - Possible adaptation for our events:
 - Wheelchair accessibility
 - Venue transportation
 - Walking distance
 - Dietary restrictions



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- Inclusive washrooms
- Alcohol not required

■ GA #1 MINUTES:

<https://docs.google.com/document/d/1LoesGCokJgGbckfUrpJBZ6BhYUfnxNIW/GhUu3Z6x0M/edit>

- CFES mandated to develop conflict resolution policy with its partners
- Conference expectations debrief required for all delegates before conferences
- Membership refund mechanism to be added to policy in case of extenuating financial circumstances (for example, their student society locks them out of their accounts)
- Small schools will receive confirmation of funding for travel at least 1 week before conferences

■ GA #2 MINUTES:

<https://docs.google.com/document/d/19B16WiS53TidPFe76MIGaAeXhhL02XXNBffw-mAbobY/edit>

- Read it if you want info
- There will be a meeting with all the delegates to produce a write-up about CELC and brainstorm how we can present the info we learned to the student body
- Faculty Meeting
 - The Faculty has established a Space Force (no, really)
 - Accreditation is happening in February
 - [Would be good to source issues from the student body by form of email before Accreditation begins](#)
 - They want to know who is coming to faculty meetings this semester so they know who to send emails to
 - They also didnt seem very happy that it still is not the VP internal that is attending meetings
 - [Faculty is considering hybrid meetings](#)
- Makerspace
 - Contacted U Waterloo about that
 - Want to schedule a meeting with their faculty about the makerspace
- Transition Docs
 - I have a bunch to add for mine
 - I have made a group chat with Tim and Kelvin (last two competitions coordinators) so we can make a transition doc



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- I have also received U Calgary's VPX transition doc to help update mine since it is extremely scarce
- EEE
 - Since Abdul signed me up as an organizer i will put this section here since he is absent
 - I have made a channel to start getting organized
 - I was told that there is documentation for it on the Notion but the section for EEE is completely empty
 - [Check last semesters EEE](#)
 - As we do things for EEE, i would recommend writing them down for reference. Ie, when we book venues, we put the date in and say "this is when we booked venues"
 - Any suggestions for t-shirts??
 - [Contact Sam if you have ideas \(or abdul or kye\)](#)

Next meeting:

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Discussion Points

- Any suggestions for t-shirts??
- How many people do we send to CSE?
 - [\(\\$241.50 per person after tax\)](#)
 - [ESS pays \\$141.50 per person](#)
 - [Number is a tentative \\$900 in the budget](#)
 - [Prioritizing students who are near the area lets more go](#)
 - [GOAL: 6-8 - will look at budget after the meeting](#)

VP Corporate

Previous meeting:

- N/A

Updates

- Still chaos from moving
- Getting cracking with Industry night
- Jess is going to the EGBC mixer in my place! YAY

Next meeting:

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Discussion Points

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VP Finance



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Previous meeting:

- N/A

Updates

- Budget nearly complete, just a couple of small things need updating.
 - Forgot to actually send the messaging asking whoops, but need the cost for the faculty awards
 - Budget of \$1000, ~\$950 spent - next one will likely be under summer budget
 - Did we get Engendas? I can't find an expense form or invoice
 - 🙄(ツ)🙄
- Kinda difficult to make the spring budget balanced with all the stuff we want to do

Next meeting:

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Discussion Points

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VP Student Life

Previous meeting:

- N/A

Updates

- Need to start planning clubs day
 - End of January
- Going to try and make a new system for locker registrations
- No agenda for a club's meeting, will consult with clubs on if they have need
- Lots of merch in the works, struggling with liquidity but that won't be a problem for too much longer
- On my list
 - Sweaters
 - Bucket hats
 - Some patches
 - Scarves
 - Lanyards
 - Maybe socks?
- WESST Merch is on its way hopefully

Next meeting:

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Discussion Points

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First Year Representative

Previous meeting:

- N/A

Updates

- [First meeting next week](#)

Next meeting:

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Discussion Points

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4. New Business

5. Other Business

BIRT

Mover:

Seconder:

Result:

6. Adjournment

With no further business, the meeting was adjourned at 6:36pm.

Next Meeting

The next ESS Council Meeting will take place on January 17th.