



UVic ESS Council Weekly Meeting  
 June 12, 2023  
 ESS Office and Discord

Council Members not in attendance:

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**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 6:06 pm, with Sam as the chair and Emma as the secretary.

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

BIRT the minutes be approved for the June 5, 2023 meeting, as shown.

BIFRT the agenda be approved for the June 12, 2023 meeting, as circulated.

Mover: Sam

Secunder: Sarah

Result: Passed

**3. Presentations from the Members**

**4. Updates from the Council Members**

**President**

Previous meeting:

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Updates

- Trying to survive
- Followed up RE: high tech u, waiting for a response
  - More details soon
- Finishing up proposal for orientation, will present to Jessica V. and get a meeting w/ faculty after the mini meeting we had last week
- One-on-ones are happening!! :)
  - Meant to be more chill and not too serious
  - Anything to prep or think about previously?
    - Anything asked is meant to be thought about during meeting

Next meeting:






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Discussion Points

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**Equity Officer**

**FINGER RULES**

-  New Topic
-  Direct Response
-  Point of Clarification
-  Hangloose
-  Firm agreement



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Previous meeting:

- Final decisions on EDI Committee applicants

Updates

- Selected candidates and meeting today
  - This went well, feeling optimistic about this term
  - Will be advocating for students to the faculty and ESS
  - Creating a post to share on Instagram to promote the EDI Committee and form (most people don't know either exists)
    - Instagram still has old response form and needs to be updated
  - More of an active committee instead of re-active
  - Outreach etc.
- Instagram and website Incident Response Form update
- EDI updates over IG?
- Planning girls night with Tavin and Emma - creating poster
- Pride event? ESS banner painting for the parade maybe, create an event specifically for queer and gender diverse people?
- Talking to Samyukhta about EDI committee stuff?

Next meeting:

- Have the new Incident Response Form up on Insta and the website
- Finish poster for Girl's Night

Discussion Points

- Pride event ideas? I like the idea of a painting day in the lounge and having an ESS group at the parade in July, should be low budget and fun
  - July 9th, Walk around downtown in the parade.
  - Is there a reason for us to be there? Are we the best organization for that?
    - We aren't a queer organization but we do want to support queer engineers
    - EngU queer presence in Ontario this year
    - LDT (Leadership through Diversity) is not active this semester, there's a need for support and that is where the ESS can step in
  - Marketed as a queer event, but allies welcome
  - Paint hard hats or something similar

## VP Communication

Previous meeting:

- Update discord and go over it with Sam, then announce the switch and assist people with tech help for that over the next week
- Update the website!!!



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- Stray slack dms for adverts
- Touch base with Sue about newsletter

#### Updates

- Was sick last week so not much got done, my apologies :(
- Going over discord template with Sam tomorrow afternoon, then starting the migration to the new server on Wednesday morning
  - Server has currently not been tested, we are using it during the summer as a trial run
- Updating tutor & clubs section on website
- Make sure EDI forms are updated on website + all social media

#### Next meeting:

- Reflect on how the discord transition went

#### Discussion Points

- How are we balancing updating the new website vs creating a new one
  - Buying a domain would be expensive with it not being under uvic
- Emails:
  - The plan was to have gmail, but that isn't happening
  - We are sticking with uvic emails
  - We have looked into switching before to Gmail before but it would be costly

#### VP Events

##### Previous meeting:

- EEE is basically done.

##### Updates

- Volleyball will likely happen this week thursday. Even has sponsorship and active student involvement.
  - Trying to have ready for Saturday, current sponsorships from grocery stores totalling \$200. Working on getting more scholarships
  - Working on getting a discount volleyball net to set up on the quad
  - Get advertising started asap or it will need to be pushed back.
  - Shifting it to next Friday would be a good idea to get the word out
    - If we shift it then we have two events on the same weekend
    - But the demographics will be completely different and people can still go to both
    - Too short of a turn around for engagement
    - Put out girls night and volleyball together so both get equal opportunity
  - We have already booked the quad for Saturday, there will have to be another meeting with Uvic to shift the date



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- We have advertisements ready (posters, etc.)
- Chalk and Talks can be set up
- Girls Night is underway and getting on with reservations and getting sponsorship.
  - Place - Boards Game Cafe
  - Ticket Price - \$10 max
  - \$15 just to get in not including food
  - Look at another boardgame cafe that has a lower price for entry (Interactivity Board Game Cafe)
  - Try and aim for more people than 20 (around 40)
- Updates on bug push - we have a rough event schedule planned out for the day.
  - We will need to get volunteers for the various events sooner rather than later
- UVEC advertising needs to start
  - Help to show sponsors that there is engagement
  
- EEE needs someone with serving it right, ESS can host

Next meeting:

- Complete the Volleyball event.
- Get girls night organized and ready to go
- Finish up the last bits and pieces of EEE
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Discussion Points

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## VP Internal

Previous meeting:

- Planning Teaching Award Event (The dates been moving around, so I think I just have to set one in stone)
- Planning another Exam Scan

Updates

- Teaching award date set Tuesday June 27, planning started w/ Sarah
- Faculty Meeting:
  - Nothing much interesting
  - Did get a 500\$ pledge from the faculty, letter of support from Mina, and two teams of faculty will be signing up for Bug Push
- BME Rep
  - Planning on sending an email out this week
    - However, Niaomi and Sarah said they had things to talk to me about it after meeting so ???



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■ Applications are good for reps only a few people will apply

- Exam Scan Sunday, June 18, 12:00 - 4:00 pls come if you can
- I have a midterm tomorrow 👍

Next meeting:

- Potentially organizing elections for BME rep depending on what I'm told after the meeting
- Teaching Award
- Contacting tutors and organizing tutoring sessions

Discussion Points

- What's the orientation plan? Can we get discipline reps involved?
  - Let the first years know about discipline reps
- What do we need to do to get a cool community information board on the first floor of ELW instead of outside our lounge? Do we need permission, since AFAIK the out of date events calendar has been there since forever.
  - We can put it up in the outside area of the ESS as that is also our space

### VP External

Previous meeting:

- Teaching award

Updates

- Uvec - some money YAY
  - Planning a meeting
- Teaching award: planned to be June 27, ~4:30-6pm
  - Will confirm time after meeting with Kelvin then announce to faculty + students :)
  - Lobby and Mina are booked
- Wesst - one on one with Wesst pres
  - Anything we (Uvic ESS) want from Wesst? Support on things? Lmk
  - More to support the average student
  - Facilitate events between schools in BC
  - Advocacy
- Em conference report
  - <https://drive.google.com/file/d/1gSTwIE6y4WqQ24mC3GyQQfknzqcUilf3/view?usp=sharing>
  - Please go look :)
  - This is a big deal because JULIEN thinks conferences look fun & worthwhile after reading it!
  - Possible to use as a template for future conference reports
    - Nice if not all conference reports have the same template
- Bug push - can we (ESS) pay for things to be shipped to us from other schools?



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- Plan moving forward: get merch while at conferences for future events to bring back instead of paying for shipping
- Schools might be hesitant to pay for shipping to send free stuff to us

Next meeting:

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Discussion Points

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### VP Corporate

Previous meeting:

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Updates

- Very busy weekend not the most productive
- We got some money YAY
  - \$1000 for UVEC
  - More companies have shown interest in sponsoring
- Ordered more coffee
- Egbc meeting on wednesday will present uvec to them and see if they are interested in sponsoring it
- Bug push should be done and ready to send out on wednesday (we have letters of endorsement)
- AHHHHHHHH
- Em pamphlet is nearly done i am adding additional information to fill it out
- Making documentation
  - How to make sponsor packages
- Going through list of sponsors and getting rid of dead emails and people
- Talking to people currently on Co-op to see if they want to work with the ESS (more sponsors and interaction from industry)
- Talk to people that used to be apart of the ESS (through linked in ect.)
- Corporate relations folder has current list of contacts (possibly past sponsors, but we dont have a list for that only recipes)
- Find a volunteer to go through the linked in etc.

Next meeting:

- Check Cubby

Discussion Points

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### VP Finance



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#### Previous meeting:

- Meet with Anne-Lise
- Confirm my ID with CIBC
  - Waiting on ICBC to mail it to me
- Shred more stuff
- Help dir. Services setup inventory with square

#### Updates

- Have successfully (?) confirmed my ID with CIBC
  - They told me our account was “all good”
    - There was a lot of paperwork resulting in how we did it
      - Let’s hope that paperwork doesn’t cause any problems
        - (Foreshadowing!)
- Bank account is frozen
  - Cheques deposited after June 7th will bounce, likely resulting in return fees for the receiver
    - I have emailed everyone who had a cheque issued to them in the past two weeks telling them not to try and cash them
    - We will be covering return fees because we’re such nice people
      - Will we cover the fees if someone cashes the cheque after we have warned them?
      - Assume ignorance over malice. Emails can get lost so we will.
    - I have sent a message to all execs that we’re not distributing cheques
  - Also square funds are in limbo, currently being held by square
    - Square website sucks
      - Absolutely horrid
        - Abysmal
          - [deep breath]
      - Trying to find how much money is being held
        - Will have to follow up soon to see what happened to failed square transfers to our account, since it should be around \$400
          - The square website sucks
    - Called CIBC, they said there was an issue with our documents
      - Is this going to be resolved quickly if we book an appointment with CIBC
      - Julien (VP finance) is going to go in person to CIBC and try and fix it
      - Need to resolve ASAP



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- It ***should*** be fine (be calm!)
- Will further address tomorrow
- Might venture to branch to chat with em
- Looking at doing midterm budget review
  - Will allow us to be more flexible with finances as the term goes on
  - Adapt to changes in events, store, etc
  - Will be fun
  - Trial run during the summer, if it works trial it again in the fall
  - Allows us to better match the proposed budget
  - Better documents changes in the budget throughout the term

Next meeting:

- Bank account will be thawed

Discussion Points

- The weather is lovely
  - The rain was amazing
    - Yay! (literally 1984)
    - No :(

### VP Student Life

Previous meeting:

- Send out volunteers for locker reminders, locks to be cut next week with stuff being put in ESS storage
- Send out dates for club funding presentations
- Finish pamphlets





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#### Updates

- First block of club funding presentations to be wednesday, going through club forms and will send out an email for them to make corrections
  - Ask them to fix “mystery” numbers
- Finish mental health pamphlets
  - Finish by next Wednesday (21st)
  - Ask graphic coordinator for the organization of pamphlet
- Still need volunteers for locker renewal
  - No response thus far from the general channel on slack

Next meeting:

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Discussion Points

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#### 5. New Business

What happened to the Arduino in the lock?  
they were there since before the pandemic and all efforts were made to find who they belonged to, but we were unable to find the original owner so they were distributed amongst people who asked to have them.

#### 6. Other Business

BIRT \_\_\_\_\_

Mover:

Seconder:

Result:

#### 7. Adjournment

With no further business, the meeting was adjourned at 7:20pm.

#### Next Meeting

The next ESS Council Meeting will take place on June 19, 2023.