

# Meeting Minutes

Friday, March 16, 2018 5:55 PM

## Sixth meeting of the General Council 2017-2018 of the Science Students' Association University of Ottawa Meeting Minutes

**Date:** March 16, 2018

**Time:** 7:00 pm

**Location:** MRN 133

### Attendance:

#### Executives

Brittany Love  
Thomas (Tom) Ehret  
Kevin Roy (leaves at 8:34pm)  
Doan-Nghi Dam-Le  
Aleksandar (Sasha) Lukic (arrived at 7:07pm)  
Matthew (Matt) McCambley  
Melissa (Mel) Paradis  
Mayur Tailor  
Fériel Rahmani  
Thao Dao (absent)  
Marwa Ibrahim (arrived at 7:40pm)  
Rae Woodhouse (absent)

#### Managers

Maya Dancey  
Emily Roth (absent)  
Ibraheem El-Baghdadi  
Aazad Abbas (leaves at 8:00pm)

#### First Year Reps

Catalina Fernandez  
Sophie Gregoire-Mitha  
Danny Ke  
Victoria Ogden  
Denis Qeska  
Brenda Truong

#### CHM

Caroline Lu

#### PHY

Stephen Harrigan

#### BCH

Jane Arciszewski (arrived at 7:05)  
Nina Hadžimustafić

#### BIM

Tammy Bui (absent)  
Xheni Konci

#### EVS

Jesse Lesniowski

#### GEO

Tess Hasenbacher (absent)

#### MAT

Dasa Ilham Riadi  
Madisyn Turcotte

#### BPS

Kwame Agyei  
Mahdi Mahallati (absent)

#### BIO

Rhiannon Lewis (absent)  
Laura Weller (absent)

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The meeting starts at: 7:03pm

### 1. Opening of the meeting

- Seconded by Stephen

### 2. Motion to start the meeting

- Seconded by Stephen

### 3. Motion to adopt agenda

- Kevin feels need to amend each point as addition
- Mayur - amend move point 21 to after point 9
  - Seconded by Tom
- Motion to amended agenda
  - Yes: 20 No: 0 A: 1
- Motion to adopt amended agenda
  - Yes: 21 No: 0 A: 1

### 4. Approving last meeting's minutes

- Seconded by Doan-Nghi

### 5. Question period

- Dasa - when will departmental email access end?
  - Brit - last day is April 30th

### 6. Executives updates

#### 6.1 Promotions

- Formal, Gradball posters
- Posters for smaller events
- All the formal and Gradball promo

#### i. Promotion Committee

- Hasn't met
- No need to meet as they are ad hoc
- Will have meeting if someone wants, but function has been served

#### 6.2 Senator

- No update

#### 6.3 Senior Advisor

- Update via Brit
- Gradball prep

- History of SSA doc; now part of their role
  - Will send for feedback
- Ask questions if need!
- 6.4 Internal**
  - A lot of inquiries, iPad forms, OH, committees, elections
  - i. Services Committee
    - No meeting, but chill chat
    - Well Wed soon
- 6.5 External**
  - Won OSG; thanks to Kevin
  - i. **Clubs Committee**
    - People are still confused; many things to include in transition report
  - ii. **OSG Committee**
    - Done
    - Fundraisers - need to raise ~\$260
      - ◆ Talking with other schools about where next OSG will be because of some OSSA problems
- 6.6 Academic**
  - FSWEP workshop next Wed; free pizza
  - Prof and TA of the year forms - results will remain confidential
    - Maybe invite top 3 of each category if there are enough spots for Faculty at Formal?
      - ◆ Brit, Matt and Kev will talk
  - Prepping for Last Lecture
    - Confirmed Drs Ogilvie, Czajkowski, waiting on Dr. Fox
  - Backpack to Briefcase MC
  - Scholarships committee met; promote them
  - Ferial - Last Lecture in French?
    - Dr Fox will do some in French
  - i. **Scholastic Events Committee**
    - Meet before Last lecture
- 6.7 Social**
  - Planning Formal and Gradball
  - Formal sold out (500)
  - Gradball sold 173
  - Forms: diets and tables
  - Gradball - March 24, Chateau Laurier
    - 4 course meal, photos, DJ, chocolate bar
  - Formal - March 29, Shaw Centre
    - Check in, pics, drinks
    - Dinner in ballroom
    - Candy bar
    - Music:
      - ◆ Sasha asked for a slow song
      - ◆ Similar to Lieutenant's Pump crowd (where he DJs)
  - Pi Day
    - All food went fast
    - Good hype
  - Last Lecture coming up
  - i. **Formal Committee**
    - Have been meeting
    - Next week to confirm
  - ii. **Gradball Committee**
    - Have been meeting
    - Next week to confirm
  - Met with Tom and faculty; STEM opening in September
    - We get occupancy in June
    - 5 opening ceremonies
      - ◆ Involved in the grand opening
      - ◆ Large event during 101 week
      - ◆ Grand opening at the end of September (i.e. ribbon cutting, special guests - thanks for the input)
      - ◆ Any ideas for event - ex: egg drop from new staircase in STEM; send these to Kevin
- 6.8 Bilingualism**
  - Social media, Pi Day, events, chem merch, minutes
  - Working on website translations
  - Gradball and Formal
  - Gradball committee
  - Montreal trip
    - Fun, good feedback (25 / 27 people came)
    - Suggested to visit the botanical gardens
    - Good trip feedback from all, appreciated

- Recommend in transition report
    - Brit - props to F for event
  - 6.9 Finance**
    - Faculty really wants our ideas for STEM - do it peeps!
    - Misc. finance things
    - Clubs being wild; thanks Jesse for doing it right
    - OH - encourage clubs to fill out one form for each event!
    - Annual expense report - file outstanding reimbursements
    - If have questions about your budget, talk to Tom
    - Reply back to department reps emails
  - 6.10 Philanthropic**
    - Relay for Life had a team - fun night
    - Grants committee things
    - Office Hours (OH)
    - Talked with Jesse for herb garden sale coming up
    - Donated all of the funds from last year and this
  - 6.11 Logistics**
    - Figured our ticket system online with Brit
    - Formal and Gradball forms
    - Tickets for council
    - Merch sale prices
    - Received merch items - thanks to Steph for bringing in delivery
    - MRN table bookings and club room bookings
  - 6.12 President**
    - Purchased council Gradball and Formal tickets - FILL OUT FORM AND PAY TODAY
    - Co-curricular record positions pending approval
      - Execs, managers and gen council placements
    - Assisting with SSA table for merch at open house? text Brit
    - Volunteer Gala - good to go if you emailed her
  - i. Constitution Committee**
    - Restructuring Gen Council
      - ◆ BTC rep and remove Gen Sci - to come
    - Motions tonight - mostly from Stephen
  - ii. Elections Committee**
    - Elections next week
    - Do OH but not permitted in office
    - No SSA members can be involved with candidates in any way
    - Ask committee or Aidan if any questions
  - iii. Sponsorship Committee**
    - Met - \$2000 for Scinapse conference
    - \$3000 to iGEM
  - iv. SSA2020 Committee**
    - Save some for STEM next year
    - Purchasing like microwaves for BSC, new BBQ, tables, new charging cords
    - Paint MRN basement
- 7. Managers updates**
  - Secretary
    - Constitution committee
    - Did Office Hours
    - Sent minutes
    - External drive for documents
    - Calendar access emails sent
  - Finance Assistant
    - Cheques given out
    - Inventory and subsidy request forms
  - Webmaster
    - Page updates - clubs and sponsorships
    - Agenda point for exec meeting
    - All info is now up there, waiting for translation
    - Forward any emails to those required
    - Old site redirects to new one
  - Social Media Manager
    - No update
    - Mayur - busy with posting things
- 8. Green director updates**
  - i. Gala update - EVS/GEO social event + EVSA event**
    - Gala was really great; pics on EVSA FB page
  - ii. Sustainability event: MRN basement thrift shop**
    - Clothing rack
    - We bring in old clothes, and there can be a swap

- Better student interaction
    - Second-last or last week
  - iii. **Sustainability report update**
    - Looks super cute
    - Translation coming
- 9. **Departmental reps updates**
  - CHM
    - Hoodies being sold right now; order after today
    - Thanks to all for doing this
    - Potluck on Wednesday
  - MAT
    - Many events
    - Dr Nevins talking at open house
    - Info session on March 20th
    - Working with Trent undergrad math association for math symposium - April 7th
      - Free, free food, gifts
      - Promoting with MAT
      - Opportunity for undergrad math students to network
      - Google form for participation - feel free to attend
      - Pub Night at the end
  - PHY
    - Movie night
  - First Years
    - Games night; good but few people
    - Thanks to those who came
  - BIO
    - Update via Maya
    - Successful info night
    - "Seeds and Snacks" social night - Marion basement on March 22nd; social event incorporated with bee sustainability initiatives
  - BIM
    - Poll back for social event - MRN Movie Night April 6th
    - Spend money on food
    - Movie poll on FB - removed Black Panther
  - BPS
    - Social event at the Loft

**10. Second reading: Motion to constitutionalize Managers as part of Association Council**

- Moved to after departmental updates
- Presented by Brittany
- Discussion
  - Mayur - retroactive inaugural?
    - Not - this was done as a trial basis, not part of constitution
    - Yes - all have done their job
    - Where do we hold ourselves accountable
  - Tom - not matter of setting standards as this won't happen often
    - Most came to the agreement that managers gained adequate experience to count as a term this year
  - Caroline
    - Need understanding of SSA and feels managers has this
  - Denis
    - Agrees with Tom and Caroline because of the experience
  - Mel - why only 2 terms?
    - Same as exec
    - Allows more people to have the chance
- Proposed by Brit; seconded by Sasha
- Yes: 20 No:0 Abstain: 5
- **The motion passes**

**11. Calendar access**

- Presented by Maya
- Re-sent emails for access
- Add in test events as requested
- Make sure you're logged into SSA email address
- Secretary gets an email with every update
- If still having issues, let Maya know ASAP

**12. Organize calendar to meet with execs to see what each want on the website**

- Presented by Aazad
- Don't know when everyone is free
- Email sent to execs with his schedule; When Is Good to come
- Execs fill this out, meet with Aazad and Doan-Nghi

- Discuss what you want and how much you want on the website
  - Has many ideas for next Webmaster and wants to discuss
  - Prep any points you may have
  - Take a look at new site
  - Doan-Nghi - dept. reps, green director if want anything, send Aazad email or message
- 13. Motion for reallocation from in/out scholarships to ancillary expenses and revenue**
- Presented by Tom
  - Discussion:
    - Didn't spend money for In/Out and need to use it for something
    - Expenses review shows that we need more \$\$\$ for ancillary fees
    - This is going to fix budget
    - Mayur - thought lowered prices wouldn't affect budget?
      - No reference because of merch and inventory, so kind of going in blind
      - Should raise again?
        - ◆ Maybe, but could also fix budget
      - Matt - this is in account?
        - ◆ Don't worry about account
  - Seconded by Ferial
    - Y: 22    N: 0    A: 3
    - **The motion passes**
- 14. Motion to amend the functions of the VP of Philanthropic Initiatives**
- Presented by Caroline
  - Discussion:
    - Brit - constitution committee met with each exec; need to explicitly state all funds need to be donated
    - Kevin
      - Can others run philanthropic events?
        - ◆ Yes; fixed this in this motion
      - Charity of her choice?
        - ◆ Mel - yes; opinions can be given but final say was hers
    - Danny
      - Legitimacy of charity?
        - ◆ Term "charity" should be okay
    - Caroline
      - Only VP Phil could maybe assign to illegitimate by accident
    - Maybe add registered?
      - May be unclear
  - Seconded by Marwa
  - Yes: 23    No: 0    Abstain: 2
  - **The motion passes**
- 15. Motion to amend functions of VP Finances**
- Presented by Caroline
  - Discussion
    - Based on what Tom sent to her
      - Makes more sense to do things this way
    - Tom
      - No Inter University challenge needs budget
      - No summer budget review as it is 101 week
  - Seconded by Marwa
  - Yes: 21    No: 0    Abstain: 4
  - **The motion passes**
- 16. Motion to amend functions of Shinerama coordinator**
- Presented by Caroline
  - Discussion
    - Val said she worked a lot with Tom
    - No VP Philanthropic in SFUO
    - Makes sense for only one of them to attend Philanthropic Round Table
  - Seconded by Marwa
  - Yes: 22    No:0    Abstain:3
  - **The motion passes**
- 17. Motion to amend term of the summer exec positions**
- Presented by Caroline
  - Discussion
    - Used to say ended after election of dept reps, but this isn't true as they hold OH until after Way Cool
    - Don't get honourarium until transition reports sent, so this dictates that
  - Seconded by: Ferial

- Yes: 23 | No: 0 | Abstain: 2
- **The motion passes**
- 18. Motion to amend 6.12 and 6.13 of By-Law No. 6 (clubs)**
  - Presented by Caroline
  - Discussion
    - Shoutout to Caroline for all the motions
  - Seconded by Dasa
  - Yes: 23 | No: 0 | Abstain: 2
  - **The motion passes**
- 19. Motion to amend executive positions' eligibility**
  - Presented by Brittany
  - Discussion
    - Discussion that our constitution excludes international students; flagged by SFUO
      - There's doesn't reflect this, Axel Gaga said we need to change this to be inclusive
      - SFUO exec has international students; no legal implications
    - Will be applied to all exec positions
  - Seconded by Marwa
  - Yes: 24 | No: 0 | Abstain: 1
  - **The motion passes**
- 20. Motion to update roles of departmental representatives**
  - Presented by Stephen
  - Discussion
    - Tom - why put when necessary?
      - Made it sound less of an "all"
      - Brought on based on the situations of coffee house
    - Mayur - how will this be enforced?
      - Shouldn't we update this now?
      - Brit - felt this was more a semantic change, but if there isn't enough support can fail it
    - Mayur - motion to amend
      - Promoting and Attending at least 50% of events, and assisting when necessary
      - Ruled in order
      - Seconded by Kevin
      - Tom - anything for execs?
        - ◆ Motion coming
      - Kevin leaves at 8:34pm
      - We need our members to attend events
    - Caroline - imposing specific number isn't the most fair based on the situation
      - Many events held during the day, department specific
      - Class conflicts - add clause unless justification
    - Matt - who keeps track of the event attendance
      - This would suck for someone
      - Should just be part of council to go to events, numerical value is hard
    - Mayur - good for justified, but 50% because need to represent the students
    - Sasha - used in extreme situations when people don't come
      - Even skipping info sessions will keep you at the threshold
      - Keep track of who isn't come
      - Either 50% or when necessary are both good
    - Ibraheem - agrees with Sasha
      - Add to Matt and Mayur - numerical value would need to amend the ways the council member could be impeached
      - Important we show up to events, but situation specifics need to be considered by their rep
    - Caroline - adding to Sasha
      - Using this when needed, but problem is when do we start counting?
      - Paid events - are these required? Can be financially difficult
    - Tom - doesn't feel when necessary reflects promo, attending
      - Number would change difficulties
      - Promoting and attending as much as possible, assisting when necessary
    - Mel - need to hold everyone to the same standards when counting 50%
    - Mayur - motion to amend
      - OR Responsible for promoting and attending 50% of events that are relevant or pertinent to their programs
    - Dasa - was this a problem this year?
      - Brit - based on other meetings there were things that enticed people to attend more; kind of fizzled out
        - ◆ Last couple of sign-up sheets filled fast
    - Brit - promo all events is good



- Could run a background change, but this is in the interview
      - People are honest peeps
    - Danny - what happens if there is an accident in their term?
      - Needs to be within reason, at-fault and/or major demerit points make them illegible for position
    - Sasha leaves before vote
  - Seconded by Danny
  - Yes: 21 No:0 Abstain: 2
  - **The motion passes**
- 27. Second reading: Motion to update role of VP Social Activities**
  - Presented by Stephen
  - Discussion
    - No discussion
  - Seconded by Tom
  - Sasha returns
  - Yes: 22 No: 0 Abstain: 2
  - **The motion passes**
- 28. Second reading: Motion to update Summer Executive term length**
  - Presented by Stephen
  - Discussion
    - Confusion has happened
    - Can read this to nullify Caroline's from before
    - Transition reports don't technically end their term, it gets their honourarium
  - Seconded by Ferial
  - Yes:22 No:0 Abstain:2
  - **The motion passes and nullifies Caroline's motion from before (point 17)**
- 29. Second reading: Motion to update Roles of Executives**
  - Presented by Stephen
  - Discussion
    - Stephen - propose to amend to include what is in Dept. Reps and call to question
      - Vote to call to question
        - ◆ Y: 22 N: 0 A: 2
    - Motion for amended
      - Seconded by Sasha
        - ◆ Y: 22 N: 0 A: 2
  - **The amended motion passes**
- 30. Second reading: Motion to clarify Promotions Test Content and Administration**
  - Presented by Stephen
  - Discussion
    - No discussion
  - Seconded by Sasha
  - Yes: 22 No: 0 Abstain: 2
  - **The motion passes**
- 31. Next meeting**
  - Will have one more
  - Many second readings
  - Somewhere in the first week of April, the 9th
  - When Is Good coming
- 32. Varia**
  - Doan-Nghi - OH FAQ emails aren't being read, and GroupMe messages too
    - Read them! Questions are answered here, there's good info
  - Matt - Monday: elections posters will be stamped; need someone from Elections Committee to stamp them
    - Message in GroupMe if no one is here; will be there for 8
  - Stephen:
    - Demonstrated the ASL clapping sign
    - STEM idea: fun games during the day
      - 101ers from different fed bodies can compete against each other (ex: science, eng)
      - Pasta bridge building, coolest safe chemical reaction, circuit or solar panel, laser maze, paper airplane, fun machine, cars powered by elastics
  - Sasha
    - Paper airplane competition
  - Mayur
    - Incorporate Makerspace
  - Ferial
    - Makerspace
    - Let's Talk Science has a lot of kits and experiments

- Sasha
  - Metal and wood working shops are coming to STEM
- Caroline
  - Combine with Adventures in Science and Engineering camps at the end of summer
- Brittany
  - Some sort of end of year lunch, watch your emails
  - So many motions, so THANK YOU for sticking through all of these, they are super important
- Caroline
  - Adding equity statement for land at the beginning of the meetings
  - Sasha - how long?
    - Like 2 sentences
- Mayur
  - How's the merch doing?
    - Tom - not the best, promo it
    - Mel - open house should help
      - ◆ Brit - let her know if you can come
    - Wear it so people can see it
- Sasha
  - Buying Swiffer or mop - pick one?
    - Swiffer - easier, cleaner
  - Open house tomorrow
    - Does the Faculty know it's St Patrick's Day?
      - ◆ It has been mentioned, but it is March Break
- Nina
  - In case you missed her GroupMe: take out the trash 2:30-4 OH people

**33. Motion to end meeting**

- Seconded by Dasa
- The meeting ends at 9:31 pm