
Agenda – August Teleconference

Date: August 20, 2015

Location: Teleconference

Call to Order: 8:09pm

Minutes: Melissa Buckley

Absent: Conestoga, Lakehead, Laurentian, Guelph, Western, York

Call to Order:

1. Adoption of the Agenda

Motion by Executive to Approve the Agenda

Seconded by: Ryerson Engineering Society

2. Ratification of the Secretary and Speaker

Seconded by: McMaster Engineering Society

UNANIMOUS

3. Adoption of the Minutes

a. June 2015 Teleconference Minutes

Seconded by: Ottawa Engineering Society

UNANIMOUS

b. July 2015 Teleconference Minutes

Seconded by: Ryerson Engineering Society

UNANIMOUS

4. FYIC Bids

VPFA: A representative from Ryerson University will now do their presentation, a PowerPoint was previously sent out to follow along.

Representative from Ryerson: Toronto is home to many restaurants and venues, making Ryerson very convenient. We have many state of the art buildings. The Ryerson Engineering Society previously hosted OEC, we have lots of school spirit and work well as a team. We understand the requirements of hosting an amazing FYIC and have lots of student leaders and former FYIC delegates on our committee. With an expected attendance of 80 delegates we would expect to receive \$20 000 from the university as well as another \$15 000 from external corporate sponsors. A further budget breakdown can be seen in the slides and more extensive planning will begin by October 1st, we will book venues by November 1st. The conference is tentatively set for the last weekend of January.

Representative from Waterloo A: Do you currently have people interested in the VP roles on the committee?

Representative from Ryerson: Yes and we will have applications sent out after bid is approved.

Representative from Ottawa: GNCTR is that weekend as well.

Representative from Ryerson: We will be able to change the data if that is an issue.

Representative from Waterloo A: do you have concerns, particularly about sponsorship, when it comes to a shorter timeline to organize?

Representative from Ryerson: We had lots of sponsorship for OEC and we already have some sponsors. Don't expect this to be a large issue.

Representative from Carleton: is there any contingency in the budget, or are your numbers conservative?

Representative from Ryerson: If anything they are conservative.

VPFA: Last call for questions. Council will now vote, can the chair please leave the teleconference for the vote.

BID PASSES: 9 – 0 – 0

5. Motion by Executive to Finance PM 2015

Seconded by: Ottawa Engineering Society

Representative from Waterloo A: Have these costs been finalized?

VPFA: This is a quote from the hotel, so that has been finalized. The exact delegate fee isn't finalized but the hotel is. We are approving this now because the executive cannot fund it and the budget won't be approved until PM which is too late.

Representative from McMaster: What has been done for sponsorship?

VPFA: Prez has been looking into OSPE sponsoring food, other than that there has not been much sponsorship because the executive are organizing it without a host school.

Representative from Carleton: So a teleconference in place of PM wasn't deemed sufficient? Are meals payed for?

VPFA: I am not sure this was discussed. The conference is just about getting work done, that we can do when we meet face to face. Most of the meals are included in the budget

Representative from UOIT: What is the rooming situation like?

VPFA: 4 per room, like ESSCO AGM

Representative from Ottawa: What are we expecting for delegate fees?

VPFA: About \$210 per delegate. This is rough as we don't have the final number of delegates attending. Council can now vote on the motion.

MOTION PASSES: 8 – 0 – 1

Noted abstention: ESSCO Executive

6. Survey Initiative Update and Draft

VP Comm: The first draft of the survey is in the appendix of the agenda. We discussed this at AGM and it is in the long range plan, the goal of the survey is to get a better idea of what engineering students experience every day and to improve our educations. We want to make this very professional, but right now it is just a draft so that everyone will have seen it before PM.

Representative from Waterloo A: Waterloo does a course critique at the end of every term with similar questions, will we make use of existing data like this?

VP Comm: there are some questions in the survey about if students find their course critiques effective and if they do them at all. We are open to utilizing external data, and will have to look into getting permission etc.

7. Board of Advisors Meeting Update

VPFA: Jake and I attended the first meeting. We did introductions with the new BOA and passed by-laws, all via teleconference. The BOAs are interested in helping get back UofT and Queen's and we are planning a sit down. We are discussing an engineering speaker's series, more to come at PM. I will look in to getting the minutes from the teleconference.

8. Executive Updates

VP Comm: All the VP external bios I received are now on the website. We also have a tab for PEO since they sponsor us often and will do something similar for OSPE if they want. The documents tab has been updated since we switched from Box to google drive. The website was down for a couple of days with some malware issues. It has been fixed and we are looking at a better protection plan because this has happened twice in the last year. My next article is on Eng Mascots, please send me a blurb on your mascot and a photo!

VPFA: VP Services could not make it, we don't have any updates from him. For F&A, there will be slight changes to the budget, which will be sent out before PM so that we can approve it. Basically adding the amount we approved in today's motion and getting malware protection as mentioned. Email me any questions. As discussed at the July TC, we switched from Box.net to google drive and saved some money. Council will have the same access privileges.

VPFA (Update from Prez):

1. Spoke with the president of OSPE and we want to work with them more to have better communication. OSPE would like more registered students and possibly space on our website. In return for our support, OSPE also offers support and sponsorship.
2. ESSCO is trying to plan a teleconference with PEO, as we usually meet with them in august but it has been busy.
3. BOA meeting went well, as previously discussed.
4. PM: Final costs will be around \$210, please be prepared to pay this much but it could go down with sponsorship. Ryerson still needs to register. More info to come, arrivals should star around 5pm on the Friday. If you have any motions or discussion please send them so the agenda can be done.

Adjournment

Motion by Executive to adjourn the meeting

Seconded by: McMaster Engineering Society

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Appendix A

Motion 1:

Title:	Financing ESSCO PM 2015
Mover:	Executive
Seconder:	
Spirit:	To purchase hotel rooms for the weekend prior to receiving money from delegates.
Whereas:	The ESSO Executive does not have the funds required to purchase the rooms via credit card.
BIRT:	The value of \$3228.12 of the ESSCO bank account be used to fund the two night stay for 24 people at the Bond Place Hotel in Toronto, ON for the 18 th and 19 th of September, 2015.
BIFRT:	The ESSCO Executive collects funds from the delegates as soon as possible to recuperate this cost. If a delegate decides they can no longer attend, the Executive will require that they pay for the fee required due to the large expenses and lack of sponsorship.

Appendix B

ESSCO Academic Survey – Draft 1, August 2015.

Quality of Teaching

- How often do your professors hold office hours on average
 - 3 or more times a week
 - 2 times a week
 - once a week
 - they are available by appointment
 - they are not available by office hours or appointment, but there is a TA available
 - they are do not hold office hours and are not available by appointment and there is no TA
- Indicate how your professor takes questions during lectures
 - Professors encourage questions
 - Professors take questions
 - professor takes questions but students are discouraged from asking during lecture
 - professor does not take questions, but responds to emails and answers questions after the lecture
 - professor does not take questions during or after the lecture and cannot be contacted for questions.
- Indicate your professors teaching style (you may select more than 1)
 - black board
 - projector
 - power point
 - textbook
 - other: _____
- Rate your overall satisfaction with these methods - could they be more effective?
 - 1 - 5 (5 I am learning the best way possible, 1 I am not)
- Rate your overall engagement in your courses
 - 1 – 5 (5 very engaged, want to learn more, 1 not interested)
- How well would you be able to learn the same material, if you did not attend these classes (i.e., read textbook, followed notes etc.)
 - 1 – 5 (5 same grade/learning, 1 not at all)
- Are solutions to homework and extra problems made available to you
 - 1 - 5 (5 always, 1 never)
- Do you have access to past examinations for practice (may be available through Engineering Society)?
 - 1 - 5 (5 all courses, 1 none)
- How many of your classes have Teaching Assistants (TAs)?
 - 1 - 5 (5 all courses, 1 none)
- If applicable, rate the helpfulness of the TA if you have sought help
 - 1 – 5 (5 very helpful, 1 not helpful)
- Do you complete any type of course critique to evaluate the course over the semester?
 - Yes, during the semester/course
 - Yes, at the end of the semester/course
 - No, we do not complete a course critique or evaluation
- Do you feel like your school values your opinion?

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- 1 – 5 (5 feels very valued, 1 does not feel valued)

Quality of Space

- Do you feel like there is adequate space on campus for you to study?
 - 1 -5 (5 yes there is plenty of space available, 1 no space/space always full)
- Does your faculty have a space for you to study on campus?
 - yes
 - yes, one exists but it is too small/not well maintained etc.
 - no, my faculty does not have its own study space/lounge
- Are there computers available for student use on campus?
 - Yes, many
 - Yes, few
 - No
- Answer some questions about the rooms you usually have lectures in:
 - are there enough outlets?
 - are there enough chairs?
 - is it tiered?
 - can you see and hear the lecture throughout the whole room?
- Is there space (library, classroom etc) for students to book for projects/studying etc?
 - yes
 - yes, but it is rarely available
 - no
- Is your faculty currently expanding to offer more space to its students
 - yes
 - it plans to
 - no
 - I am unsure
- Is there a machine or design shop on campus
 - yes
 - no
- If yes, indicate the quality of the shop?
 - 1 - 5 (5 all equipment I could ever need, 1 missing many things)
- Do you have a student or faculty lounge?
 - yes
 - no
- Please rate the lab equipment available at your school
 - 1 - 5 (5 has everything needed, functional, 1 not enough stuff)
- Describe to population of your school and faculty
 - Overpopulated - not enough space for students
 - Good. Neither too crowded or empty
 - Underpopulated - plenty of space
- Overall, how do you feel about the space in which you are educated in?
 - 1 - 5 (5 love it, 1 hate it)

Extra-Curricular Activities

- Are there a variety of extracurricular clubs and activities available to you
 - 1 – 5 (5 lots, wide variety, 1 few, small variety)
- Are you a member of a club or team?
 - multiple

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- one
 - none

Work Term

- Does your school offer opportunities for students to work at engineering jobs while completing their education?
 - co-op
 - internship
 - other: _____
 - no
- If so, is the program mandatory?
 - yes
 - no
- Have you completed a work term at an engineering company through your school
 - yes, multiple
 - yes, one
 - no
- Was your school's co-op/internship/work term program useful to help you find employment in the engineering field?
 - yes, I would not have gotten the job on my own
 - yes, but I could have gotten the job on my own
 - no, I applied, but did not get a job through my school
- Do you feel better prepared for employment post-graduation having completed a work term?
 - 1 – 5 (5 very well prepared, 1 not any more prepared)
- Rate your satisfaction on your schools co-op program
 - 1 - 5 (5 very satisfied, 1 unsatisfied)

Academic Services

- Is there an option for students at your school to take a reduced course load?
 - Yes
 - No
 - Unsure
- Are there opportunities for you to learn and develop skills outside of the classroom? Are any of these workshops/services available to you?
 - Auto-Cad
 - Solid Works
 - Excel
 - Wood Working
 - Welding
 - Phyton/C#/coding etc.
 - Interview Skills
 - Resume/Cover Letter Writing
 - Peer Tutoring
 - yes
 - no
 - unsure
- Have you made use of any of the workshops made available to you?
 - yes, frequently

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- yes, sometimes
 - yes, rarely
 - no, never

 - How do you feel about the workshops made available to you?
 - effective
 - okay
 - bad
 - How do you feel about the number of workshops made available to you?
 - there are enough
 - not enough
 - Who runs these workshops?
 - Faculty
 - Engineering Society
 - Both
 - other: _____
 - Unsure

Health and Wellness

- Is there a gym or sports training complex on campus and available to you as a student?
 - yes
 - no
 - unsure
- Are there counselling & Psychological services available to you as a student?
 - yes
 - no
 - unsure
- Have you used these services?
 - yes
 - no
- If yes, rate your satisfaction with the quality of the service?
 - 1 - 5 (5 very professional and helpful, 1 no)
- Is there a clinic to provide primary medical care for students on campus?
 - Yes
 - No
 - Unsure
- Have you used these services?
 - yes
 - no
- If yes, rate your satisfaction with the quality of the service?
 - 1 - 5 (5 very professional and helpful, 1 no)

Career Counseling

- Is career and academic counseling available to you as a student?
 - yes
 - no
- Does your school advertise these services?
 - 1 - 10 (10, yes they are well known, 1 people generally don't know about them)

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- Rate your satisfaction with your school's desire for you to be healthy
 - 1 - 10 (10 they care a lot, 1 they don't offer me much)

Cost

- Are you an international Student?
 - yes
 - no
- How much tuition do you pay?
 - 2000 - 4000
 - 4000 - 6000
 - 6000 - 8000
 - 8000 +
- How much has your tuition increased in the last 5 years (or since you began your education)
 - no increase
 - 1-5%
 - 5-10%
 - 10-15%
 - 15% +
 - I am unsure
 - if you know the exact number please indicate: _____
- How much do you spend on textbooks/extra academic expenses per term?
 - less than 100
 - 100 - 200
 - 200 - 500
 - 500 - 1000
 - 1000 +

P Eng License

- Do you see the benefit to obtaining your P Eng licence after graduation?
 - 1 - 5 (5, large benefit. 1 don't see benefit, won't obtain license)
- Do you feel like the P Eng license exam is relevant to you and your education?
 - 1 - 5 (5 yes relevant, 1 no)
- Do you intend to obtain your P Eng license after graduation?
 - yes
 - no
 - unsure

Commute

- how long is your commute to campus
 - less than 5 minutes
 - 5 - 10 minutes
 - 10 - 30 minutes
 - 30 minutes to 1 hour
 - 1 - 2 hours
 - 2 hours +
- How do you commute to campus?

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- walk
 - bike
 - bus
 - train
 - car
 - other: _____
- If applicable is the cost of your commute subsidised by your school (e.g. bus pass)
 - yes, entirely
 - partially
 - no

Ethics

- Do your engineering classes incorporate ethics?
 - 1 - 5 (5 frequently, 1 not at all)
- Does your school offer electives focusing on engineering ethics
 - yes, multiple
 - yes, one
 - no
 - I am unsure