**1. Roll Call and Ratification of Regrets**

<table>
<thead>
<tr>
<th>Position</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>President – Nicolas Ramirez</td>
<td>PRESENT</td>
</tr>
<tr>
<td>VP Administration – Boris Perdija</td>
<td>PRESENT</td>
</tr>
<tr>
<td>VP External – Joaquin Gabriel Manansala</td>
<td>PRESENT</td>
</tr>
<tr>
<td>VP Finance – Peter Zhang</td>
<td>PRESENT</td>
</tr>
<tr>
<td>VP Social – Rajnesh Joshi</td>
<td>PRESENT</td>
</tr>
<tr>
<td>VP Academic – Matthew Whitehead</td>
<td>PRESENT</td>
</tr>
<tr>
<td>SFSS Council Representative – Jordan Alvin David</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Director of Diversity – Paniz Najjarrezaparast</td>
<td>X</td>
</tr>
<tr>
<td>Director of Sponsorship – Jim Pimentel</td>
<td>X</td>
</tr>
<tr>
<td>Director of Common Room – Tony Kooliyath</td>
<td>X</td>
</tr>
<tr>
<td>Director of Merchandise – Kaleigh Toering</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Director of Spirit – Sarah Raisuddin</td>
<td>X</td>
</tr>
<tr>
<td>Director of OpFair – Jennifer Gu</td>
<td>X</td>
</tr>
<tr>
<td>Director of Resource Centre – Valeriya Svichkar</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Director of Publications – N/A</td>
<td>X</td>
</tr>
<tr>
<td>Director of Website – Laura Flood</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Associate Director of OpFair – Bruce Yan</td>
<td>X</td>
</tr>
<tr>
<td>First Year Representative – Vacant</td>
<td>X</td>
</tr>
<tr>
<td>First Year Representative – Vacant</td>
<td>X</td>
</tr>
<tr>
<td>First Year Representative – Vacant</td>
<td>X</td>
</tr>
<tr>
<td>First Year Representative – Vacant</td>
<td>X</td>
</tr>
<tr>
<td>Second Year Representative – Piyush Khurana</td>
<td>X</td>
</tr>
<tr>
<td>Second Year Representative – Sukha Lee</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Computer Engineering Representative: Dexter Bigueta</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Engineering Physics Representative: Karan Kakkar</td>
<td>X</td>
</tr>
<tr>
<td>Systems Engineering Representative: Marychelle Bitoon</td>
<td>PRESENT</td>
</tr>
<tr>
<td>Electronics Engineering Representative: Samuel Kwon</td>
<td>PRESENT</td>
</tr>
</tbody>
</table>

Members:

**MEETING CALLED TO ORDER AT 5:10pm**
2. MOTIONS

MOTION 2020-07-23:01
Title: Adoption of the Agenda
Raised: Boris Perdija
Seconded: Matthew Whitehead
Be it resolved to adopt the agenda as presented.
Discussion:
Motion passed unanimously

MOTION 2020-07-23:02
Title: Ratification of Previous Minutes.
Raised: Boris Perdija
Seconded: Dexter Bigueta
Be it resolved to ratify the previous regular meeting minutes.
Discussion:
Motion passed unanimously

MOTION 2020-07-23:03
Title: Website handling
Raised: Laura Flood
Seconded: Peter Zhang
Whereas the ESSS website is currently down and its contents need to be updated
Whereas the current website was hand coded and now cannot be accessed or modified
Whereas using a website builder will be the fastest and simplest way to maintain the website
Be it resolved that the ESSS allocate $72.00 USD + $24.13 CAD for a Squarespace Personal plan and GoDaddy domain registration subscription for the next year.
Discussion:
Laura: Website is currently 2 years out of date and so it would make it easier to update it. Using a website builder would be great for the following years team. First year will be cheaper than the following years.
Matthew: Question regarding choice of Squarespace, they have minimal options for embedding certain code and changing parts of their templates. We might have issues when it comes to full functionality of the website and when we want to embed things on there
Motion passed unanimously

1. OLD BUSINESS AND REPORTS
1. Executive Council Reports and Updates
   a. President
      i. Had a meeting with director of OpFair - Jen, regarding finances and a sponsorship package (due to the nature of covid). This sponsorship package needs to be reevaluated. Been in contact with Toby, and regarding how they are dealing with their sponsorships.
      ii. Reaching out to elected members of BASS student society, as they hold conferences and events
iii. Had a meeting with the team of FAS coop Pub, which is lead by Lindsey, and she's helping them get started and offering resources at the coop office.
iv. Working with Matthew on how we can bring our ESSS podcast to life. Also had a meeting with the UCC about online courses.
v. Assisting with the development of the FAS proposal of this year.

b. VP Administration
   i. Still looking between which Cloud based password manager to go with. This will probably be defined after finals.

c. VP External
   i. Not much happening with CFES and WESST as they’re adjusting their plans due to covid. Reached out to other schools with regards to Opfair as getting sponsorship is now harder than ever.
      1. Will update Jen, Nic and Peter in the following weeks

d. VP Finance
   i. Went to the SSJP- if we’re looking into investing our surplus in financial practices like Stock, there is an option to exempt our taxes if we can prove the return will be used towards the benefit of students
   ii. We had a meeting with Jen and Nic talking about reducing our pricing for OpFair. Looking at what other schools are doing and how we can match their pricing. Work in progress.
   iii. Currently after FAS has given us a request for our funding proposal, they'll probably host a workshop about that proposal to see how we’re doing. They are running a bit late with the faculty of applied science side,
   iv. Lastly, working with all the current fees that we are encountering. Spoke to Boris about our pricing with our GSuite, we currently have 11 different email addresses that we’re paying each month, and the prices will increase in October. Email addresses such as our PR one and possibly elections one could be dropped to save our costs.

e. VP Social
   i. First thing frosh, we made a draft schedule and we were further looking at our budget. One thing is that we’re looking at getting our advertising done on our website
   ii. Video games night will be held friday night on discord.
   iii. Regarding social media pages, we could post our headshots and other school related things.

f. VP Academic
   i. Touching on the podcast, the idea of the podcast with ESSS is building a better community and building spirit with our student body. Helping transition first years and anyone else who wants to listen and relax to anything engineering related topics that are spoken can be inside of class or beyond. Currently looking at ways of monetization and how we can make money from it. Please let us know if you have any suggestions.
      1. After exams we are planning our first episode!
   ii. Everyone should've got an email today (august 6) about academic dishonesty and blackmail. We’re not sure if these cases are a continuous issue at the moment.
   iii. UCC meeting is tomorrow (undergraduate curriculum committee meeting). We’re going over our curriculum evaluation at what courses are properly covering what the
engineering board wants engineering students to take. Also making sure that we’re getting enough lab space and fine enough quality/good experience in the lab.

1. Ash was talking about having remedial lab sessions and Matt will clarify this. Could get extra lab sessions at a different times. One option is to take a curriculum portion of the class at one point in time and take the lab portion later on - this is being discussed.

iv. Trying to get out a google docs survey soon to send out at the end of the semester to get everyone’s thoughts on courses and professors. This doc will mostly talk about unfair practices and things such as cases in ensc 254 about lab exam issues.

g. SFSS Council Representative
i. Translink U-PASS could be returning
ii. SFSS is going towards CFES similar governance (woot!)
iii. SEE is holding their elections right now, most of their team will be filled, minus two positions (they have a total of 6/7 positions). Currently no one is running for admin, and no one running for council representative.
iv. SFU has improved an elevator in the SUB
v. FAS rep has not spoke in favour or against the UPASS

2. Director and Representatives
a. Director of Diversity – Paniz Najjarrezaparast:
   i.

b. Director of Sponsorship – Jim Pimentel:
   i. Attended the CFES workshop with Peter; lots of good information
   ii. Spoke to BCITSA Geoff Gauthier about their sponsorships and marketing
   iii. Have yet to contact a few companies about frosh, just wanted to clarify a few things before I go ahead and do that (possibly in the next week or two asap)

c. Director of Common Room – Tony Kooliyath:
   i. No Updates

d. Director of Merchandise – Kaleigh Toering:
   i. Mainly working with the Frosh community and seeing if there’s ways to distribute swag bags and things with regards to FROSH.
   ii. With regards to BLM patches, been in contact with vancouver companies. Responses have been very slow and those that did respond say they can give us more accurate quotes when we send them our designs and numbers.

e. Director of Spirit – Sarah Raisuddin
   i.

f. Director of OpFair – Jennifer Gu:
   i.

g. Director of Resource Centre – Valeriya Svichkar
   i. Gave Laura a list of the software that we had available to us. It is currently incomplete, planning to make it more detailed later.
   ii. Emailed SFU IT about using Adobe software for students. Emailed about an Issue with the link regarding the CSIL computers. Waiting on a response for both of those.

h. Director of Website – Laura Flood:
   i. Been collecting files for the website. If you have any photos from events, projects and competitions, send them her way as we could add those on there.
ii. Currently don't have access to our domain registration and is trying to figure that out. Will focus on this a lot more once finals pass (or in between).

i. Second Year Representative – Piyush Khurana:

j. Second Year Representative – Sukha Lee:

i. Moving into finals week, talked to a lot of people about the project in ensc 252 and a lot of people are stressed over it. Most had issues figuring out how to do it. It was hard to access help from TA’s as they would take almost a day to respond.

ii. Some people might prefer finals over projects when it comes to grading options.

iii. Matthew: What was the final project about and who were the TA’s?
   1. TA’s) Quizzes: Page, Labs: Sheyla
   2. Projects: Vending machine with coin operating system.

iv. For classes such as Calculus 3, we’re not sure what the quizzes will be on. Currently we still haven’t gotten confirmation on what is going to be on our Final.

k. Computer Engineering Representative: Dexter Bigueta

i. Will have a meeting with Co-op boss, MSE UCC chair, as we have weekly meetings on fridays. Will have CMPT 120/121 topic.

l. Engineering Physics Representative: Karan Kakkar

m. Systems Engineering Representative: Marychelle Bitoon

i. Receiving Similar feedback on ENSC 254.

n. Electronics Engineering Representative: Samuel Kwon

i. Just had the last evaluation for ENSC 225, and it went well. Minor Issue, as Matt and Mary mentioned: for those taking ENSC 254, you may have received an unexpected email about how exams are being conducted. A few classmates have expressed concern, and the professor is looking to add more slots for the exam.

4. OPEN DISCUSSION

1. Rajnesh: Bringing up headshots and school related things that we can post on our instagram page. If you guys have any ideas or anything you’d like to see on the page, send it over to Rajnesh. If we’d like to have our headshots on the ESSS page, we could set that up.

   a. Matthew: Bouncing off of the talent show idea that was mentioned elsewhere, we could setup a shoutout for cool engineering projects on our instagram page

5. ADJOURNMENT

   MOTION 2020-07-23:04
   Raised: Boris Perdija
   Seconded: Gabriel Manansala
   Whereas we like meetings to end
   Be it resolved to adjourn the meeting at 5:53pm