ESSS Regular Meeting Agenda: Thursday, July 9th, 2020
5:00PM-6:00PM held online over Discord

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

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

Members:
Ece Eskikurt
Mitch Gale (CSSS)

**MEETING CALLED TO ORDER AT 5:09pm**
2. MOTIONS

MOTION 2020-07-09:01
Title: Adoption of the Agenda
Raised: Boris Perdija
Seconded: Jennifer Gu

Be it resolved to adopt the agenda as presented.

Discussion:
Motion passed unanimously

MOTION 2020-07-09:02
Title: Ratification of Previous Minutes.
Raised: Boris Perdija
Seconded: Ece Eskikurt

Be it resolved to ratify the previous regular meeting minutes.

Discussion:
Motion passed unanimously

1. OLD BUSINESS AND REPORTS
1. Executive Council Reports and Updates
   a. President
      i. For the past week, has been transitioning a newly appointed member. Voted and appointed new director for director of diversity.
      ii. Actively looking for a Biomedical engineering director position
      iii. Getting familiar with several SFSS members to get an understanding of what is going on in that student union and how to improve communications with them.
      iv. Looking at further initiatives and what we can do with Frosh. Has been in contact with Alvin.
   b. VP Administration
      i. Not too much, Executive emails have been transitioned last week so all should be good now.
      ii. 19 responses for Frosh Volunteers and our Frosh Discord channel has 25 new members so far. Share FROSH around to anyone interested to Volunteer!
   c. VP External
      i. Last week attended a Session regarding Robert's Rules of motion as well as GA procedures.
      ii. There will be a general Assembly prep run through tonight at 6:30 pm- Let Gabe know if you're interested!
      iii. Working on stuff regarding black lives matter fundraisers, reached out to Kaleigh to design patches to raise funds. Been in communication with other engineering societies to see what they're doing. Sent out an email about CFES sessions regarding this summer- reach out to Gabe for information.
   d. VP Finance
i. Spoke with Jim- Director of Sponsorships regarding sponsorships for Frosh as well as just general events. Attending a contingency plan event regarding COVID and how to work with sponsorships.

ii. Will be speaking to VP Finance with SFSS for suggestions on running events during COVID.

iii. Spoke with Laura to set up merchandise on our website in the future.

e. VP Social

i. Updates regarding FROSH: Google forms have been sent out and are still open for people to join.
   1. Just emailing the people who submitted their information to plan for future Frosh initiative.

e. VP Academic

i. Gauging how students are finding labs and classes online and how those can be improved. Still planning a survey that we can send out at the end of the week
   1. This can be brought up in time for the next UCC meeting
   2. Looking for specific issues pertaining to certain Engineering disciplines

ii. Alvin: When you get the chance, could we look into having a resource explaining academic units? Ash has a list of courses that provide a certain amount of credits. What is AU?
   1. Matt: Definitely

g. SFSS Council Representative

i. There was a meeting yesterday for council:
   1. U-PASS is currently being discussed, might be postponed and we might not get it this fall. A survey has been sent out to students about the U-PASS
   2. DSU’s can now donate their core funding for various charities that the SFSS is looking to donate to. Up to DSU’s discretion.

ii. If you see in the internal chat, Alvin has been creating a document for engineering options - will resend in the chat. Wants representatives to fill that out.

2. Director and Representatives

   a. Director of Diversity – Paniz Najjarrezaparast:

   i. Ece: an ADHD discord channel has been made, spread the word about that if you can as it’s a great channel for people to talk about it and discuss the topic. Health and counselling people will be in there so they’ll be a great resource for people.
      1. Engineers with ADHD facebook group has also been made.
      2. Link: https://www.facebook.com/groups/269179997662718/about

   b. Director of Sponsorship – Jim Pimentel:

   i. Will be joining Peter (VP Finance)
   ii. Exploring ways to get sponsorships for online events such as Frosh. If you know any companies that might be interested, please message or email Jim.

   c. Director of Common Room – Tony Kooliyath:

   i. Looking into what we could add to the common room, still brainstorming possibilities. In terms of FROSH, still brainstorming what we can do.
   ii. Jen: Are we getting a new common room once renovations are over? What's the status?
1. Nicolas: Not sure, but we want to be prepared if we receive a new or better common room.

2. Matt: Will check with the UCC regarding the space.

d. Director of Merchandise – Kaleigh Toering:
   i. Reaching out and seeing if any other people have experience with merchandise, regarding what companies they’ve reached out to.
   ii. Been working on two main areas
      1. Black lives matter patches have been drafted. Also looking at companies to order from. Looking at how many we can order and the prices that come with the orders.
      2. General merchandise: looking at potential companies and looking at a google form that people can submit their designs to. Will place it in the discord chat.

e. Director of Spirit – Sarah Raisuddin
   i. Thinking about ideas for FROSH

f. Director of OpFair – Jennifer Gu:
   i. Looking at the plan for what OpFair will do. Getting the team to list companies to reach out to. Spoke with Peter (VP Finance) last meeting regarding the pricing - looking to change the pricing for OpFair since we’re charging companies a really high amount for an online event.
   ii. This saturday, Jen will be doing a demo discord online event to test with Op-Fair event team. If you’re interested in joining and giving suggestions, please join or contact Jen.

g. Director of Resource Centre – Valeriya Svichkar
   i. Recently talked with Matt (VP Academic); wants inventory of all our resources. As soon as we get access to campus, will want to do that.
   ii. As soon as we get licenses.
   iii. Matt: Getting a lot of software that's available to us because of COVID (eg. LTSpice and ADOBE), it would be nice to have a summary for all of the software and hardware requirements, and what the software is about. Would be great so first years can see what computer they might need to buy.
      1. Valeriya: Ie, should they buy Mac/PC?
      2. Matt: yes, just the requirements that need to be met to run the programs. Matt can help with this.
   iv. Ece: Could we also get the books needed for courses?
      1. Alvin: Look to him for PDF’s

h. Director of Website – Laura Flood:
   i. Sent out a spreadsheet to general announcements and looking for opinions on it. Looking at a website builder being our best bet for updating our website. Also looking at how we’re going to be selling our merchandise online.

i. Second Year Representative – Piyush Khurana:
   i.

j. Second Year Representative – Sukha Lee:
   i. Physics midterm came back with a fairly low average
      1. With online learning, students might not be studying as much as they should be and treating it as an open book exam. Could be studying less because of this mindset. Exams however are actually closed book, but the cheat sheets provided are not very useful. Students might appreciate more practice
questions to help them learn in an online environment. Maybe the class is curved!

ii. For ENSC 252, there's a lot of errors with the Quartus software which is taking away from students' learning. Will write down all the issues and bring it up with Dr. Tino and VP Academic.

k. Computer Engineering Representative: Dexter Bigueta
   i. Has been talking with Karan, our physics representative. Discussing classes and what's left in the program since most people in his year are set to graduate soon. Concerned for people who have not taken chem 121 earlier, since labs aren't being offered online. Looking at the opportunity to turn chem 120 as an equivalent.

l. Engineering Physics Representative: Karan Kakkar
   i. Double up^ 

m. Systems Engineering Representative: Marychelle Bitoon
   i. Working on the document for each type of engineering concentration that is offered at SFU. Working specifically on systems engineering option, also looking to get responses from people in systems engineering.
   ii. Looking into attending any FROSH events to talk about systems engineering and the experiences she has with the faculty.

n. Electronics Engineering Representative: Samuel Kwon
   i. Just had electronics midterm, was found to be quite challenging which some people found fun.
   ii. Talking with an electronics engineering friend and brought up his experiences with online learning. They were enjoying online classes and would prefer to continue that way until graduation. It helped them manage their time better.
      1. For labs, still preferred them to be in person and hopefully in smaller gatherings. Not a lot of people have the software to run simulation programs at home, and having a TA present during a lab is something that is far more useful than doing labs at home.
   iii. Peter: Chances are we are not going to have any classes in person in fall, and likely none in spring either. The faculty of applied science is heavily considering how we can have labs in person, and how we will rotate students. This is likely only to happen for upper level classes. Not really sure about first and second year labs.
      1. Gabe: Those in ENSC 220 have received a remote lab course invite on Canvas to see if they can run labs online for electronics.
      2. Peter: Correction: They're not certain if first and second year labs will be in person
      3. Alvin: When speaking with Glen, he said that the Lab 1 oscilloscopes and power supplies are apparently connected to the computers and might be controlled remotely. This might be an option in the future for ENSC 120.
      4. Matt: Oscilloscopes and maybe function generators can be synced up online and Ash was bringing this up. Gabe mentioned that the remote class that was made with Fred basically used this capability. This will be tested for ENSC 220 so that they can get real measurements for circuits.
   iv. Ece: Agrees that it helps. Wishes that engineering professors would save video lectures once things turn in person as well as its very helpful to go back on lectures. Thinks that the success rate will increase as there is less pressure to remember everything during lectures.
4. **Open Discussion**

1. Matt: Issues with Quartus being buggy and broken - could maybe look into getting closer with certain companies so that they could provide us with more premium software. This would be beneficial for students and research.
   a. Nicolas: Director of Resource Center could possibly help with this
   b. Ece: You can download software from SFU’s software webpage - all free.
      i. Link: [https://www.sfu.ca/itservices/technical/software.html](https://www.sfu.ca/itservices/technical/software.html)
   c. Gabe: Would you like me to reach out to UofT regarding the software they use?
      i. Matt: Sure, and what their relationships are with companies
   d. Alvin: If all of you can get your experiences of your co-op’s, or your experiences finding a co-op, Alvin will provide a doc for this and send it out to co-op offices.

5. **Adjournment**

   **MOTION 2020-07-09:03**
   
   Raised: Boris Perdija
   
   Seconded: Mitch Gale (csss but engineering minor >:( )

   *Whereas* we like meetings to end

   *Be it resolved to* adjourn the meeting at 6:00pm