ESSS Executive Meeting Minutes: Thursday Sept 17th, 2020
5:30PM-6:30PM on 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: REGRETS (Running FROSH)
   VP Academic - Matthew Whitehead: PRESENT
   SFSS Council Representative – Jordan Alvin David: PRESENT

   Guests:

   **MEETING CALLED TO ORDER AT 5:40PM**

2. **MOTIONS**

   **MOTION 2020-09-17:01**
   
   *Title:* Adoption of the Agenda
   
   *Raised:* Boris Perdija
   
   *Seconded:* Alvin David
   
   *Be it resolved to* adopt the agenda as presented.
   
   *Motion Passes Unanimously*

   **MOTION 2020-09-17:02**

   *Title:* Ratification of Previous Minutes.

   *Raised:* Boris Perdija

   *Seconded:* Gabe Manansala

   *Be it resolved to* ratify the previous regular meeting minutes.

   *Motion Passes Unanimously*

3. **OLD BUSINESS AND REPORTS**

   1. Executive Council Reports and Updates

      a. President

         i. Sent out the office hours link through a doodle poll for execs to post their times (hopefully by the end of the week).

         ii. Had our undergraduate student society award, those are under review by Glen and Jordan. Results should be announced in the next week.

         iii. had SFSS Clubs day, mainly yesterday, had some in attendance though overall there wasn’t that many. This might be due to the platform being hard for people to find particular clubs.

         iv. Working with executives on the ESSS separately. If there’s anything further, please let Nicolas know.
b. VP Administration
   i. Set up Communications email.
      1. Old communications email, got rid of but we’re bringing it back. 5 directors who are all sharing.
   ii. Mailing List Updates:
      1. Created an ESSS-directors mailing list. Need to find directors school emails.
      2. Created an ESSS- Executive mailing list, there was one already there however. Not sure who had control of it, looking for this person.
      3. Still have ESSS-all, repurpose for both directors and execs.
   iii. Password Manager Updates: None at the moment.
   iv. Other:
      1. Website: Speaking with Laura to implement Nicolas’ ideas
      2. Frosh: Did yoga with Raj, was great.
      3. Attended a few sessions for SFSS Clubs days. Could have had better advertisement.
      4. Updated ESSS Logo: UHD

c. VP External
   i. Slower week this week, in between meetings for WESST and CFES. There was an email regarding iron ring, basically they released a statement where they were double checking if they had the right mailing list for those applying.
   ii. Working on tasks here and there including FROSH and welcome day. Working on helping the team until bigger duties come up.

d. VP Finance
   i. We got our SFSS funds- 900$ for the semester.
   ii. Situation on scotiabank - they’re charging 3$ per month instead of 2.50 which is what BMO is charging. BMO is waiving that off however since we have more than X amount of money. Peter will follow up next month with Corbett Gildersleve from the SFSS.
   iii. Recently heard that we have funds left over in an old Paypal account that we will be receiving.
      1. Nicolas: Pizzacalla was a previous president of the ESSS, and at the time they were using a paypal account for the ESSS, so they had some remaining funds in that account that were never used. It's free money!
   iv. Gordon Ho used to be a VP Finance :^)
      1. not so current student but yea
   vi. Attended FROSH welcome event, had various professors introduce engineering to the Froshies, turnout wasn’t stellar but it was still good given the circumstances.

e. VP Social
   i. Nic Chubb (President of SUS) is asking if we want to set up a big Applied Science / Science trivia night sometime at the end of October. Would include math student union, physics student union, CSSS, and more DSU’s.
      1. Nicolas/Gabe, will keep in contact with Nic to discuss.
      2. Discuss with the team in the future
   ii. get rdy for midnight madness
   iii. Nicolas: We discussed a league of legends tournament for Frosh since we will need to revamp it. We didn't have enough teams registered so it has been postponed to a date beyond Frosh.
1. Gabe: We could expand to all of SFU, but we could start smaller and stick to FAS first.
   a. Nicolas: recommends having it strictly with FAS unless absolutely necessary to open up to SFU.
2. Gabe: If we open it up to all of SFU, we could make it so that at least one member on your team has to be from ENSC.
   a. Nicolas: Or taking just one ENSC class
3. Alvin: What if you don't sign up for a team but rather get paired later on.
   a. Nicolas: We could do both; if you don't have a team, we pair you, otherwise you can bring your own team.

f. VP Academic
   i. Not a whole lot to report this week.
   ii. Hoping to get some stuff back from Dr. Chapman soon.
   iii. Will hopefully reach out to Nancy to see what she wants to do with ESSEF this semester. Not sure how many people will be applying to it this year. Might be a better choice to save it for the spring since most courses (Capstone at least) will be on campus, and costs might be higher due to Covid. Some tools may need to be purchased which will need approval from your capstone advisor.
   iv. Alvin: there’s a 440 class this semester so not inclined to cancel ESSEF this semester.
      1. Matt: Will still contact Nancy about this.

g. SFSS Council Representative
   i. Two documents working on: coop document and options document. Not a whole lot of progress but they are still on his mind.
   ii. Talked to Jennifer Cho on SFSS large event funding, they’re revamping it to an easier system. In discussions with the revamp for our conferences which we might hold in the next few years, so it would be easier to get money for that (in the range of 1000-5000, which would cover food and transportation)
   iii. Talked to Phum Lukkid, member services committee head about the travelling conference fund, and all the coordinators of the services agreed that the current services aren't good and they want to scrap it; yearly we get $1600 for conference funding, and students only get 100 each. SFSS has a lot of surplus in this fund because not every student union goes to conferences. Estimates a $10,000 surplus.
   iv. SFSS AGM in late October, 26th(?). At this AGM, SFSS will pass a new governance motion, where the structure will be similar to the CFES. Was a part of the discussions for the by-law review. Please go to the AGM in October, since the quorum is 100 people.
   v. gathering thoughts for SFU engineering competition, after frosh, wants to pick a couple people to help organize that. @Gabe Manansala. Hoping to host it mid Novemberish.
   vi. Have about a year until ASB renovations are finished, had an idea talking to Peter. We’re sharing a room with IEEE (this is our resource center, which currently contains a 3D printer). Thinking of writing up a document to state that we need space for groups such as Women in Engineering, Team Guardian, etc though we’ll need to discuss if we have enough space for all of the teams.
      1. Will talk to various execs and ask what they need. See if it’s plausible to get space for everyone. This might take some time as there are other issues currently being worked on.
      2. @Nicolas Ramirez
vii. I want to delegate tasks for Class Representatives - possibly creating a document for 1st/2nd year problem courses (ENSC 252, CMPT 128, MATH 150/151/152/232, etc.)
   1. How to use tools
   2. How to do particular problems
   3. Diagrams
   4. I want it to be VERY visual and easy to read, super high level stuff.

4. **Open Discussion**

1. Nicolas: Regarding our Discord layout, some may have noticed that students have started their own discord servers for classes that they’re in. This is understandable, however its not conducive to our discord server. Interested in changing our discord layout to model the utilities that have been created/provided. The goal is to provide a better platform for students to connect with other students from other years and disciplines, however this is a bit hard to do if people are all in different servers. We can implement roles depending on your year and discipline in engineering, which would make you responsible for certain parts of the discord group, and potentially make it neater/less intimidating.
   a. Gabe: we don't necessarily have to change the entire layout of the discord, we could keep our class chats right now and create locked channels within those channels which can only be accessed if you have a role tagged to your name. Set it up in a similar way to the ESSS, where channels inside channels are dedicated to exams, labs, assignments etc. These can be locked unless you have a tag attached to your name.
      i. Nicolas: Would it be better to have channels locked by year, or discipline?
   b. Gabe: we don’t have to lock all the class chats, we could just lock channels within those. Therefore, general chats would still be open for everyone, but the specifics would be hidden away.
   c. Nicolas: Will keep looking into this.

2. Taking to Gabe and Peter about the discord, wants to allocate about $120 to boost the ESSS server. We get higher quality audio, higher megabyte upload limit, we can make the discord a little bit prettier with banners and emojis, and live streams will be higher definition. We could use this to host movie nights! This would probably entice more people to come into ours discord. Op Fair is planning to boost their servers as well for the higher quality audio and video, so it would be a good trial run for us to try it for a month. It is about 100$ a month if we solely pay it ourselves.
   a. Nicolas: is that $100 for chat, or.
      i. There’s two types of purchases, for a singular person, there's discord Nitro. The other option is boosting the server. If you have Nitro, you get a discount on boosting the server. If Alvin had Nitro for example, he gets benefits and if he boosts the server himself, he gets a discount. It would be $100 to boost the ESSS discord for a month.
   b. Alvin: Boosting the discord would only be useful for the pandemic, and since we’re doing a trial run if it’s not worth it we can scrap the idea, and if it is a good option, we can still scrap it when we get back to normal.
   c. Alvin: Thinking to give Nitro to Jim
   d. Peter: Are we expecting Jim to set it up?
      i. Alvin: In terms of Nitro and setting up the server, we’ll delegate that to Jim
      ii. Gabe: Offers to help out with moderating.
5. ADJOURNMENT

MOTION 2020-09-17:03

Raised: Boris Perdija
Seconded: Alvin David

Whereas we like meetings to end

Be it resolved to adjourn the meeting at 6:39PM