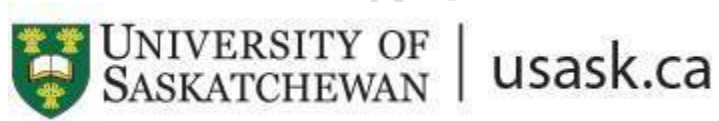


Minutes

USESF Council Meeting

November 2nd, 2020



Approved by USESF Council on November 12, 2020

Agenda

1. Call to Order
2. Call for Quorum
3. Adoption of the Agenda
 - Proposal 3.1
4. Approval of Previous Minutes
 - Proposal 4.1
5. New Business
 - Proposal 5.1
 - Proposal 5.2
 - Proposal 5.3
 - Proposal 5.4
6. Old Business
7. Discussion
8. Adjournment

Approved by USESF Council on November 12, 2020

1. Call to Order

The Chair of the USESF Council Meeting calls the meeting to order at 6:36 pm.

2. Call for Quorum

Date: November 2nd, 2020

Quorum: 5, 50%+1

Position	Name	Present
SESS Executive Representative	Johnny Kwon	Yes
Design Team Leader (Quarter Scale)	Ashton Hinz	Yes
Design Team Leader (Aero Space)	Kaitlin McNabb	Yes
Discipline Society/ Professional Association Leader (EnvESS)	Taylor Szuba	Yes
Discipline Society/ Professional Association Leader (ChESS)	Lee Miller	Yes
Discipline Society/ Professional Association Leader (IEEE)	Dayne Gawley	Yes
Undergraduate Student	Paige Parras	Yes
Undergraduate Student	Matthew Taylor	Yes

* indicates proxy

3. Adoption of the Agenda

<i>Proposal 3.1</i>	
Title:	Adoption of the Agenda
Mover:	Matthew Taylor
Goal:	To establish the order of proceedings for the USESF Council Meeting.
BIRT:	The Agenda be adopted as circulated.
Result:	Carried
For:	8
Against:	0
Abstain:	0

4. Approval of Previous Minutes

<i>Proposal 4.1</i>	
Title:	Approval of Previous Minutes
Mover:	N/A
Goal:	To approve the minutes from the prior official USESF Council Meetings

No prior minutes to approve at this time.

5. New Business

<i>Proposal 5.1</i>	
Title:	Review USESF Guidelines and Terms of Reference
Goal:	To ensure that the USESF Council Members understand the Guidelines and Terms of Reference before voting

Discussion:

The Dean provided remarks about the history, structure, and process of the fund, as well as the responsibilities of Council.

Council noted the need to identify a way to handle conflict of interest for Council members' applications.

<i>Proposal 5.2</i>	
Title:	Application Review
Goal:	To establish funding amounts for each category
Whereas:	Each category will be assigned at minimum 10% of the funding available to ensure needs of the community are being addressed.

Discussion:

Council noted that only ratified student groups are eligible for USESF awards, as determined by the Guidelines. Council agreed that "provisionally ratified" was equivalent to "ratified" for USESF's purposes. Student groups who are not ratified will be notified of this guideline, and will be asked to seek ratification before November 30, 2020. If a group has not been ratified by this date, their application will be considered ineligible.

Applications were not reviewed at this meeting. Council agreed to meet over the midterm break to review and rank all applications, noting that non-ratified student group applications would be evaluated as if they were ratified.

<i>Proposal 5.3</i>	
Title:	USESF Council Email Management
Mover:	Dayne Gawley
Second:	Paige Parras

Goal:	To determine who will manage the usesf.council@usask.ca email address	
BIRT:	XXX will be appointed to manage the USESF email	
Amendment:	To amend Proposal 5.3 to replace “XXX will be appointed to manage the USESF email” with “The SESS President will be appointed to manage the USESF email”	
	Mover:	Dayne Gawley
	Seconder:	Matthew Taylor
	Result:	Carried
	For:	8
	Against:	0
	Abstain:	0
Result:	Carried.	
For:	8	
Against:	0	
Abstain:	0	

Proposal 5.4

Title:	"Phase Two" page USESF Website Approval
Mover:	Lee Miller
Seconder:	Matthew Taylor
Goal:	To review and approve the "Phase Two" page on the USESF website
BIRT:	“Phase Two” page on USESF website is reviewed and approved
Result:	Carried
For:	8
Against:	0
Abstain:	0

6. Old Business

None.

7. Discussion

None.

8. Adjournment

The Chair would like to entertain a motion to adjourn the USESF Council meeting at 8:10pm

Moved: Matthew Taylor

Seconder: Dayne Gawley