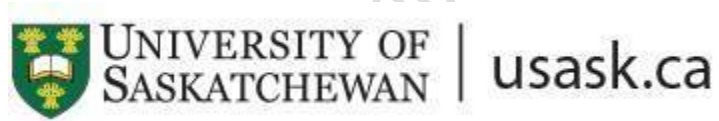


Minutes

USES F Council Meeting

March 10th, 2021



Approved by USESF

March 17, 2021

Agenda

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 March 17, 2021

1. Call to Order

The Chair of the USESF Council Meeting calls the meeting to order at 6:32 pm.

2. Call for Quorum

Date: March 10, 2021

Position	Name	Present
SESS Executive Representative	Johnny Kwon	Yes
Design Team Leader (Quarter Scale)	Ashton Hinz	Yes
Design Team Leader (Aero Design)	Kaitlin McNabb	Yes
Discipline Society/ Professional Association Leader (EnvESS)	Taylor Szuba	No
Discipline Society/ Professional Association Leader (ChESS)	Lee Miller	Yes
Discipline Society/ Professional Association Leader (IEEE)	Dayne Gawley	Yes
Undergraduate Student	Paige Perras	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:	7
Against:	0
Abstain:	0

4. Approval of Previous Minutes

<i>Proposal 4.1</i>	
Title:	Approval of Previous Minutes
Mover:	Matthew Taylor
Goal:	To approve the Minutes from prior official USESF Council Meetings
BIRT:	The Minutes of January 22, 2021 be approved and made public.
Result:	Carried
For:	7
Against:	0
Abstain:	0

5. New Business

<i>Proposal 5.1</i>	
Title:	Application Review and Ranking
Goal:	To review Round 2 2020-21 USESF applications to determine eligibility and ranking as determined by the Guidelines and Procedures.

Discussion: Council began the process of reviewing and ranking applications according to Table 1.0 in the Guidelines.

<i>Proposal 5.2</i>	
Title:	Funding Allocation Recommendation
Goal:	To confirm the funding allocations ranking and recommend the list to the Dean.
BIRT:	Proposal 5.2 is tabled.
Mover:	Dayne Gawley
Secunder:	Lee Miller
Result:	Carried
For:	7
Against:	0
Abstain:	0

<i>Proposal 5.3</i>	
Title:	USESFCouncil Annual Report
Goal:	To determine next steps for preparing the USESFCouncil Annual Report, including timing and people responsible.
Whereas:	<p>“Approved applicants are responsible for providing a final report to the USESFCouncil Student Council by April 30th of the year the funding was awarded.” <i>From the Guidelines and Procedures</i></p> <p>“The USESFCouncil is responsible for preparing and publicizing an annual report. This report must include the budget, the funding allocation decisions, and the impact and outcome of each proposal funded.</p> <p>The annual report is submitted to and accepted by the Dean of Engineering and will also be made available to all Engineering undergraduate students.” <i>From the Guidelines and Procedures</i></p> <p>“The Council is expected to ensure accurate and current record of their business is made public on the SESS’s website. This includes an annual budget and an annual report outlining the funding allocation decisions, and the impact and outcome of each proposal funded.” <i>From the Terms of Reference</i></p>
BIRT:	Proposal 5.3 is tabled
Mover:	Dayne Gawley
Secunder:	Matthew Taylor
Result:	Carried
For:	7
Against:	0
Abstain	0

Approved by

<i>Proposal 5.4</i>	
Title:	Undergraduate student representatives for 2021-22
Goal:	To begin the process to appoint undergraduate student representatives for USESF Council in 2021-22.
Whereas:	<p>“Undergraduate student representatives from the population at-large will be nominated by their peers, requiring at least 10 signatures from fellow engineering undergraduate students. Nominations need to be submitted to the SESS President no later than March 1 of each year. The SESS office will then hold an election. The occupants of these two seats will be determined by a simple majority vote. In the event there is a membership vacancy, a call for nominations will be administered by the SESS Office and distributed to the relevant student body or the collective undergraduate student community.”</p> <p style="text-align: center;"><i>From the Term of Reference</i></p>

Discussion: The SESS will request nominations for undergraduate student representatives during their executive officer elections in March. Council agreed to accept virtual signatures for nominations.

6. Old Business

7. Discussion

Next meeting: March 12, 2021 5:00-9:00pm

8. Adjournment

The Chair would like to entertain a motion to adjourn the USESF Council meeting at 8:45 pm

Moved: Matthew Taylor

Seconded: Dayne Gawley