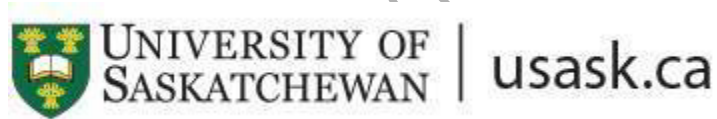


Minutes

USES F Council Meeting

November 20th, 2022



Approved by USESF

Approved January 22, 2023

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
 - Proposal 6.1
 - Proposal 6.2
7. Discussion
8. Adjournment

Approved by USESF Council on January 22, 2023

1. Call to Order

The Chair of the USESF Council Meeting calls the meeting to order at 2:01 pm.

2. Call for Quorum

Date: November 20, 2022

Quorum: 6

Position	Name	Present
SESS Executive Representative	Jesse Aguirre	No
Design Team Leader (USBT)	Dylan Bauman	No
Design Team Leader (USST)	Arliss Sidloski	Yes
Design Team Leader (HFR)	David Baik	Yes
Discipline Society/ Professional Association Leader (EnvESS)	Shanleigh McKeown	Yes
Discipline Society/ Professional Association Leader (MESA)	Nolan Wiens	Yes
Discipline Society/ Professional Association Leader (IEEE)	Alex Bechtold	Yes
Discipline Society/ Professional Association Leader (ChESS)	Taylor Voth	Yes
Undergraduate Student	Kenneth Rohatensky	Yes
Undergraduate Student	Jack Grad	Yes

* indicates proxy

3. Adoption of the Agenda

<i>Proposal 3.1</i>	
Title:	Adoption of the Agenda
Mover:	Shanleigh McKeown
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:	Nolan Wiens
Goal:	To approve the Minutes from prior official USESF Council Meetings
BIRT:	The Minutes of April 29, 2022 be approved and made public.
Result:	Carried
For:	7
Against:	0
Abstain:	0

5. New Business

<i>Proposal 5.1</i>	
Title:	Introduction of new members

<i>Proposal 5.2</i>	
Title:	Review USESF Council Terms of Reference and guidelines for funding
Goal:	To familiarize USESF Council members with the Terms of Reference and the guidelines that will guide the USESF Council's actions for the year.
Whereas:	<p>USESFCouncil is responsible for 4 activity funds:</p> <ul style="list-style-type: none"> • USESF • APEGS Student Experience Fund • Stan Nakrayko Engineering Extracurricular Student Group Project Support Fund • Engineering Undergraduate Experiential Learning Fund
Attachments:	<p>USESFCouncil Terms of Reference, April 2022 version USESF Guidelines and Procedures, April 2022 version APEGS Student Funding Procedures</p>

<i>Proposal 5.3</i>	
Title:	Application Review and Ranking
Goal:	To confirm the funding allocations ranking and recommend the list to the Dean.
Whereas:	<p>A call for applications was sent to Engineering students on September 23, 2022. Council received the following applications:</p> <ul style="list-style-type: none"> • 24 USESF applications <ul style="list-style-type: none"> ○ Total funding requested: \$56,208.04 ○ Total funding available: \$55,000 • 15 APEGS Student Experience Fund applications <ul style="list-style-type: none"> ○ Total funding requested: \$29,785.76 ○ Total funding available: \$31,476 • 4 Engineering Undergraduate Experiential Learning Fund applications <ul style="list-style-type: none"> ○ Total funding requested: \$11,200 ○ Total funding available: \$5,000 • 8 Stan Nakrayko Engineering Extracurricular Student Group Project Support <ul style="list-style-type: none"> ○ Total funding requested: \$24,200 ○ Total funding available: \$2,000

Discussion:

Council reviewed the applications according to the funding procedures. The funding amounts for some applications were reduced based on additional information about events that came in under budget or cancelled travel plans. Council noted that presentations from applicants would be useful and that they would like to do this for the next round of applications.

<i>Proposal 5.4</i>	
Title:	Funding Allocation Recommendation
Mover:	Shanleigh McKeown
Secunder:	Arliss Sidloski
Goal:	To confirm the funding allocations ranking and recommend the list to the Dean.
BIRT:	USESF Council recommends the Round 1 2022-23 comprehensive funding allocation list to the Dean.
Result:	Carried
For:	8
Against:	0
Abstain:	0

6. Old Business

<i>Proposal 6.1</i>	
Title:	USESF Council Annual Report
Mover:	
Second:	
Goal:	To finalize the 2021-22 USESF Council Annual Report with data from the final reports and submit the report to the Dean.
Whereas:	<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.”</p> <p><i>From the Terms of Reference</i></p>
BIRT:	USESF Council submits the 2021-22 USESF Annual Report to the Dean.
Result:	
For:	
Against:	
Abstain:	

Discussion:

Deferred to next meeting.

<i>Proposal 6.2</i>	
Title:	USESF Council Membership
Goal:	To confirm representatives for USESF Council in 2022-23
Whereas:	<p><i>From the USESF Council Terms of Reference:</i></p> <p>Undergraduate Student Representatives are undergraduate students representing the undergraduate student community at-large. They cannot serve in a leadership capacity on a design team or undergraduate student society/association during their term on the Council.</p> <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.</p>

Discussion:

All roles for 2022-23 USESF Council are now filled.

7. Discussion

8. Adjournment

The Chair would like to entertain a motion to adjourn the USESF Council meeting at 4:41 pm

Moved: Alex Bechtold

Seconder: Taylor Voth

Approved by USESF Council on January 22, 2023