



Council Meeting Minutes #03

2022-2023 Year

Monday September 12, 2022, 10:00 AM - Online

Attendance

Mark in **RED** Absent and **BLUE** Excused and **YELLOW** Late, * is outgoing member: (**GREEN** is here)

Chemical Eng (CHEM): <ul style="list-style-type: none"> ● Gurpreet Randhawa ● Hassan Abdulhussain 	Biomedical Eng (BME): <ul style="list-style-type: none"> ● Ronald (Ron) Luo ● Annika Yardy 	Materials Sc & Eng (MSE): <ul style="list-style-type: none">
Electrical and Comp (ECE): <ul style="list-style-type: none"> 	Computer & Software (CAS): <ul style="list-style-type: none"> ● Holly Koponen 	Mechanical Eng (MECH): <ul style="list-style-type: none"> ● Hiva Hedayati
Eng Physics (PHYS): <ul style="list-style-type: none"> ● Paramita Bhattacharyya 	Civil Eng (CIV): <ul style="list-style-type: none"> ● Michelle Ragany 	Eng Practice (SEPT): <ul style="list-style-type: none"> ● Oneeruddho Abir ● Preet Patel ● Falisha Razack
Volunteers: <ul style="list-style-type: none"> ● 	Invited: <ul style="list-style-type: none"> ● Shadi (MECH) ● Ela (PHYS) ● Shuja ● Safin (ECE) ● Maryam 	Minutes Writer(s): <ul style="list-style-type: none"> ● Holly Koponen ● (Hassan) Chair: <ul style="list-style-type: none"> ● Hassan Abdulhussain

EGS Agenda

- President and VP Updates
 - Thank you for all your work on Welcome week, team!!!
 - Faculty & Students loved it! Lots of posts and interactions on social media. Extra thank you to Michelle and Annika for organizing!
 - A lot of day-to-day activities fell onto EGS due to MES scheduling conflicts, so another extra thank you to the EGS team 😊
 - Need permission to share the photos that have EGS team members onto social media, Michelle to communicate with Communications on this.
 - Raised \$218 on Dunk-Tank event!! This value is being matched by the faculty as well 😊
Funds raised for students who were displaced by war, e.g. Ukrainian students
 - EDI Training
 - Sign up was 3 weeks ago. **In person-training is tomorrow. Virtual is Wednesday.**
 - Low attendance to in-person meetings
 - **Form sent out for In-person, Hybrid, or Online**
 - Need to submit EOHSS forms well before the event to get approval in time for the event itself.
 - **At least 2 weeks in advance!!**
 - Key cards
 - If you're an executive and your key card isn't working, message Michelle and she'll send an email to get it updated
 - **Test it this week!!**
- Awards Committee (Holly & Hassan)
 - Awards email to be sent out today by Michelle 😊
 - Everyone who won travel awards, all their letters have been sent out! ~\$10k was sent out in awards! Big win, most amount given out so far! May be able to spend all of our allocation!
- METRIC Planning Committee (Michelle & Gurpreet)
 - We have finalized the date: October 29th
 - Sponsorship package is complete!
 - Rough Schedule: Guest speaker, Poster, Lunch, Presentations
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- Student Issues Committee (Paramita)
 - No update! TBD at next committee meeting
- Events Committee
 - Social side (Annika):
 - Family Feud
 - Polaroid camera ordered for the promotion of our socials. Post should go up this week - please share 😊
 - Coffee hour probably at the end of the month. Will need help with this one 😊
 - Events committee regular meeting to be scheduled for the month or biweekly occurrence 😊
 - Academic side (Preet):
 - Project Management – Is the university open Sept 30th or not?
 - Event this Wednesday 10 AM – 12PM
 - **To confirm predicted attendance #'s**
 - General:
 - Annika to loop in a new member on the events committee

- Social Media Committee (Temp Michelle)
 - **Awards email** to be sent out today
 - **METRIC poster to be sent out on Friday** so people can prep for their submissions
 - **Stories and posts on Friday's newsletter**
 - **Online content committee is looking for people --> Add this to the newsletter!**
 - Social Media Officer should be to approve content, not necessarily to make it!
 - A lot of content templates needed to be remade by Michelle due to unable to access previous templates
- Grad Ambassador Update (Hiva)
 - N/A
- General Items Brought to the Table
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Action Items

Break down items to be followed up by members

Action items	Responsible	Deadline/ Updates
Low attendance to in-person meetings Form sent out for In-person, Hybrid, or Online https://forms.office.com/r/ZweDXbvnsq	EGS team	EOW – Sept 16 th
Test keycards at EGS office	EGS team	EOW – Sept 16 th
Event this Wednesday 10 AM – 12PM To confirm predicted attendance #'s	Preet	Today/Tomorrow Sept 12/13 th
Social Media posts this week	Michelle	EOW – Sept 16 th