

February 17th Meeting Agenda

Call to Order:

Present:

Members at Large:

Absent:

1. Introduction of members present

- a. Hello and welcome to the ESS! :)
- b. Welcome SFMSO!

2. Approve Last Last Week's Meeting Minutes ([February 2nd Meeting Agenda](#))

- a. Motion to approve last week's meeting minutes
 - i. Secunder:

3. Approve Last Week's Meeting Minutes ([February 10th Meeting Agenda](#))

- a. Motion to approve last week's meeting minutes
 - i. Secunder:

4. General Information

- a. **ESS Events** - public calendar with all our planned and tentative events, and lounge bookings [ESS EVENTS CALENDAR](#)
- b. **ESS Internal** - just for us to coordinate communication/marketing, ticket sales, etc. (if you need access to edit, please drop you gmail below) [ESS INTERNAL CALENDAR](#)
- c. For those who missed last week's meeting
 - i. LEARN is not a possibility :(
 1. Learn more of an educational platform rather than for program societies - stick to using own website more (use ESS website more)
 2. Update the website - for calendar - internal use and external use to promote events and alumni talks (educational panels for program societies)
 - ii. Sharing event information with the Faculty's communication and engagement coordinators,
 - iii. Using our website more (ess.uwaterloo.ca)
 - iv. Shift off of social media
 1. Accessibility issues
 2. Undergraduate list - use
 3. TVs in EV3 - contact Chantel, c2vallis@uwaterloo.ca
- b. Fees for 2023/24
 - i. Infographic (should be) out - check email from president
 1. Fill out survey (please share with your friends in the faculty)
 - ii. Need a decision by February 28th
- c. **WUSA requesting budgets & allocation from program societies** ASAP

5. Education - Harry

6. Operations - Ashvinya

- a. [Office Hours](#) + Lounge
 - i. Office Hour Timing: 8-4
 1. Here are the expectations regarding the office hours:
 - a. Acknowledgement on poster approvals and locker rentals - ESS Office Drive will be available shortly with the policies, lists, forms etc. If you are still unsure about providing any poster approvals or navigating the locker rental agreement, no worries! Just provide the student with my email (vpoperations.ess@uwaterloo.ca) and advise them to reach out to me to get it set up!
 - b. If you **CANNOT** make it to your scheduled office hours, please reach out to the council group chat and ask for someone to take your shift or at least let me know you will not be there.
 - ii. Lounge Booking
 1. Lounge will be available for booking campus wide. Form available on the linktree. Check the ESS calendly, all future event bookings are expected to be there!
- b. Coffeeshop
- c. Locker Requests
 - i. Program societies please let you peeps know that they can sign out lockers for each term. 20\$ deposit that we return to you. It's basically free.
 - ii. EV3, EV2, in EV1, you can choose one
 - iii. We have locks that we will provide to you
- d. Poster Approvals
 - i. Current information regarding poster approvals:
 1. [Poster Approvals.xlsx](#)
 2. [ESS Poster Policy](#)
 - a. This information is made available for program societies and on the [ESS WEBSITE](#)
 - b. ESS to make EXCEL SHEET/Bulletin to remember to take posters down in a timely manner
- e. For any further questions or concerns feel free to email me at vpoperations.ess@uwaterloo.ca or message me on teams!

7. Communications - Parthvi

- Weekly
 - Monday Playlists (every other week)/Takeovers
 - Trivia Tuesday

- Wellness Wednesday
- Plant Thursdays
- Friday (every other week) ???

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8. Webs - Diya

a. Currently updating website

- i. Feedback Form: <https://forms.gle/vAi4s6iBQSrmJ5Pu9>
- b. Program societies info to be posted on website
 - i. Tab is on website
 - ii. webs.ess@uwaterloo.ca → for updates

9. Finances - Karen

a.

10. Socials

a. No updates (currently) - everything up in the air right now

- o Events:
 - Succulent Workshop - soft launch next week (Katie has more info)
 - Nacho Crawl
 1. *Estimate: March 16th*
 - Grad Ball (THEMUSEUM, April 6th, 2023)
 1. *DJ: looking into Marcus*
 2. *Catering & Security*
 - Semi-formal dance
 1. Collaborating with United College
 2. End of March, following Nacho Crawl
 3. Possibly at Maxwell's

11. Mental Health & Wellness - Matthew

a. Mental Health & Wellness Week

- i. Date: March 6-10
- ii. Current layout:
 1. Monday: Snow-man building competition - hosted by UC
 2. Tuesday: Succulent workshop
 3. Wednesday: Waffle Wednesday
 4. Thursday: Mental Health and Wellness Panel
 5. Friday: Dodgeball Tournament & UC Raffle
 - a. \$5 / person, teams of 5
 - b. Half of funds to charity, half to ESS
 - c. If you sign up, free UC Raffle ticket
 - d. *Comment: free ESS event ticket for winners*
- iii. Required Support: contact mentalhealth.ess@uwaterloo.ca
 1. Monday: UC - may require volunteers

2. Tuesday: Let Matt know if you have any panelists in mind
3. Wednesday: EV3 or EV1? Volunteers needed
4. Thursday: Jazz will hopefully orchestrate the panel discussion and potential inclusion of UC wellness professional on the panel
5. Friday: Volunteers needed

b. Group Chat for Volunteers

- i. Set up to pick times to volunteers
- ii. ESS general chat → Files - new files for Mental Health & Wellness week as we get closer
- iii. **March 6th to 10th**

12. Environment - Katie

- a.

13. First Year Rep. - Isaac 🎉

- a.

14. [WESEF](#) - Ayman

- a. Due Friday, February 17th (TONIGHT)

15. Program societies

- a. ERSSA
- b. WEBS -
- c. KISS -
- d. SAID -
- e. WAGS -
- f. PSA
- g. UWAS
- h. SFMSO

16. Final Comments

- a. NO MEETING NEXT WEEK - Happy Reading Week!
- b. General Elections for ESS Council 2023/24 will be starting after reading week 🗳️

17. Action Items

Meeting adjourned: