

University of Waterloo

Science Society

Chair's Agenda for

November 23rd, 2017

Members: G. Thai (Minutes), R. Beena Kumary (President), K. Walden (VPFA), A. Richard (VPI), M. Chung (VPA), Biochemistry Student Association (BSA), Biomedical Student Association (BMSA), Biology Undergraduate Society (BUGS), Chemistry Club (ChemClub), Physics Club (PhysClub), Materials & Nanoscience Society (MNS), Science and Business Students' Association (SBSA), Waterloo Undergraduate Student Geological Society (WatRox), FEDS Councillors

Announcements

Congratulations! You've reached the final regular Board meeting. You deserve a pat on the back. **proceed to pat yourself on the back**

Call to Order

Move to begin the orders of the day.

- BUGS second by WatRox

Old Business

1. Moved up from Speakers prerogative: CnD
 - Kumar from FEDs makes recommendations
 - FEDs has strong partnership with societies, societies accountant, helped mathsoc get into revenue
 - Helped in previous terms: hot dog program, step up coffee blends (small tweaks) got sales up from \$100/day to \$200-300 a day. Feels we haven't reached the full potential of CnD
 - Recommendations: (still waiting for the okay) for phase 2:
 - Bringing debit and credit to the CnD
 - Over 70% of transactions in FEDs are debit/credit
 - Will work with Chase
 - Total investment: \$250 to get ethernet drop to plug in (university would install), \$40 a month
 - Believes that will double or triple sales with this implementation
 - Fridges: no selection, run out, need to have shelves full
 - There is a risk with having too many and not selling it
 - FEDs is willing to take on the risk, enabling CnD to have sandwiches with trying to minimize the waste and CnD only accountable for what they sold
 - Will enable us to sell a lot more, have products to sell, makes the store look nicer
 - In exchange CnD will sell more
 - Marketing:

- FEDs has a marketing team, will be able to help in terms of marketing in store sales
- Price tags on products, A-Frame outside the store saying sandwiches this way, accept debit and credit
- Give CnD access to a lot of promotional in-store materials, help with design and only cost for CnD is the cost of printing
- Would like to get to \$500-700 a day, and head towards phase 3: renovation of store
- This was found with minimal costs to showcase the true potential of CnD
- Seneca: wondering about transition: could these be brought back under scisoc management in the future? FEDs bearing risks and in turn get chunk of profits, can scisoc take back roles again afterwards when it's good enough to be on its own
 - Yes, put it back after a semester's worth of good sales
 - By no way is this FEDs taking over, will have this in writing, everything is in your court and FEDs can take it from where you need help
 - Engineering is going to sell sushi now, similar to that want to help and let scisoc CnD be successful
- CHEM: mentioned can get to \$600-700 in sales. Which products that would come from?
 - Yes, gave pointers on beverage side of things. Haven't taken a recent look of what product mix is, but assuming selling more beverages than food. Scisoc still controls the price point, have not discussed the margins in each category
 - Depends on where they want to take it, in iNews is 40% profit margin due to staff pay and 24/7, CnD could probably run 25% margin with \$500 days
 - Serve 2300 students a day at iNews, not a convenient location relative to everywhere else on campus
 - Talked about a strategy for beverages with Akshay
- **Contact information is on FEDs.ca (Kumar Patel)**
- VPI: wondering what the timeline of implementation would be for debit/credit?
 - Can get proposal next week but looking to implement for the new year
- Seneca: Need to put out a motion to extend VPAF timeline for implementation of debit for January 2018
- **Move to extend timeline to half a term from now - second by PHYS**
 - All in favour
 - 0 against
 - 0 abstain
 - Motion passed
- VPAF: brought him in to ask questions. Think it's a great idea, if we are coming in at a loss we can remove the machines. Sandwich situation looks good, only accountable for the sandwiches that we sell, keeps shelves stocked fuller and longer without any cost to us. The marketing can also only benefit us. The pricing will be much at the beginning but probably will be worth it from revenue. Need to think about renovations later. Don't need to decide today.

- SBSA: debit/credit will help for sure bring in revenue. Sandwiches, agree that it will help with visual appeal and them taking all the risk is huge. Sign is a great idea, letting people know we have a debit machine. Liked all of the ideas
- Seneca: great idea, lower risk, higher revenue. Thank you for having Kumar come out.
- VPAF: probably implemented next term, need to have debit/credit machine. Thinks its great to implement for winter term and if we need to pull back we can, very low risk.

President recommends to do what we need to go through today and do reports later

Move all regular updates to end of meeting given time, try to hit important things first.

- BMSA: now exist under FEDs.
 - Have events planned for next term (Spread love not viruses)
 - Help students apply to australian programs
 - Referendum to constitution to have points for next term and not throughout all terms to keep the small momentum we have and stay on track
- 2. Move to approve last meeting's minutes
 - Seneca move, second by SBSA
 - All in favour
 - 0 against
 - 0 abstain
 - Passes
- 3. *Move* to ratify the ChemClub Constitution.
 - VPI: Met with WatRox last week, discussed their criticisms/concerns with regards to how it was made. Lilli has not had the opportunity to go over these criticisms, can assume that they will take this and make small amendments as needed. Given this, think it's reasonable to approve the constitution today and ratify it and not bring it up again next term.
 - Seneca: CHEM will not be funded next term if they did not have a constitution. If you are particularly passionate about plagiarism issues, recommend you abstain from the vote so they will have a constitution. WatRox had a special exception last term.
 - VPI: SBSA does not have constitution, can we do the same thing as for WatRox.
 - Seneca: make an assumption that they do have a constitution.
 - VPI: given that we are aware that SBSA has no constitution
 - President: Asked previous president and she could not find one
 - BUGs: can we table CHEM constitution vote to next term first BOD? Because we don't do budgets until the second/third meeting anyways. Wouldn't matter if they were officially funded until later. Don't feel comfortable ratifying it until it's fixed.
 - WatRox: this also gives more time instead of having CHEM half writing it
 - CHEM: can we have it temporary and pass it and then make it mandatory that it be addressed at the beginning of term next semester?
 - MNS: why can't they write it and vote on it online before next term.
 - BUGs: would it be possible to get it before start of next term?

- VPI: don't see reason to not do online vote, assuming we set a timeline. Is there anyone here who would be opposed or do not find it reasonable to have an online vote until CHEM has final updated draft for BOD next term?
- President: concern with in the midst of getting it looked over this term is that people might not look over it fully and don't know if it will be as effective as doing it in person. CECA wants to come in anyways and talk to us this term, maybe can have this meeting sometime then as well but don't know if this gives them enough time to do it.
- Seneca: this was voted on by a huge turnout of students, things were changed there. Things from MNS were taken as well but they were ran by before. Only look at constitution to see if rules are in lie with what it says. Think it's reasonable to run this temporarily for now. This is something that many students approved. It was accepted by a huge amount of chemistry students and is publicly supported even though it is plagiarized
- BUGs: why does chem need a constitution this semester?
 - President: to get funding for next semester
 - BUGs: can they fix it before next semester?
 - VPI: unreasonable to call out same group to come back to vote on it again because they had their say
 - BUGs: who would be voting on their constitution?
 - VPI: we are only ratifying it, CHEM as a club ratified it and us as a board has to ratify it as well for procedure
- Seneca: It sucks that it was plagiarized but this is why Carson drafted a piece to prevent plagiarism in the future. Going back and forth with CHEM students is not going to work. Solves a lot of the problems we are having. Can put in that this document contains plagiarisms from WatRox and MNS.
 - WatRox: doesn't like passing it just so they have a constitution because doesn't like the kind of precedent that it sets. Don't want to take plagiarism lightly.
 - VPI: assuming that WatRox policy proposals get passed today and gets active in winter term, if CHEM doesn't do it within BOD next term make appropriate changes, can charge them over that.
 - Scratch this, cannot do this
- FEDs counsellor: can we table this to the end of the meeting and approve the policy and then go back to this
- CHEM: pretty unfair to bring constitution back to students who wrote it, they had no knowledge it was plagiarized, thinks that we need to have a designation that this is temporary and not the finalized constitution. Can change the order if possible.
- Seneca: not much time left this term but need a guiding document. Authority to Lilli and not Marko is only this term. Suggest we go with Lilli's option. Revised and passed before the next budget meeting of next term, so by first meeting of next term.
- Move to approve temporary constitution now and mandating CHEM to come

back with us with an approved constitution next term.

- MNS and WatRox were plagiarized from so BUGs will be fine with it if they are.
- Ben: not a good precedent to set to only have two members of board vote on it basically
- Seneca: can have board vote but if MNS and WatRox doesn't approve this is not approved
- VPI: Ben suggested moving order.
- Ben: can reference the policy as being effective now because this would be ratified if passed.
- VPI: Ben propose to table the discussion at the moment and move to WatRox's policy resolution and when that is approved then go back to constitution and since the policy is now active will be able to approve the constitution, and if they were not able to do it next term then they can be punished
- **Ben: motion to table CHEM constitution and move directly to WatRox resolution**
 - Second by BUGs
 - All in favour
 - 0 against
 - 1 absain (CHEM)
 - **Motion passes**

Moved up - WatRox policy and procedures on plagiarism:

Move to review and vote on the Ownership and Usage of Intellectual Property Act, 2017 submitted by Watrox.

- Seneca: if it says creator, amend to say club instead because should be property of the club.
 - BUGs: isn't that what the first point says?
 - Communication error - will upload the proper file
- Mover is carson, seconded by Dom
- Vote:
 - All in favour
 - 0 oppose
 - 1 abstain (WatRox)
 - **Motion passes**

Move back to CHEM constitution:

- Ben: Vote with consideration of policy by WatRox
- Seneca: make amendment to motion, that board doesn't require to hold GM to ratify it because don't think that there will be a big turnout again
 - President: beleive that CHEM was already planning to have GM next term
 - CHEM: no, said would be fair for CHEM members who came out to vote
- VPI: do not obligate CHEM to have another GM to approve another constitution to be ratified
 - Seneca: if Ben accepts this, don't need to accept the amendment and just move to voting

- **Move to ratify a temporary CHEM constitution with consideration from new WatRox policy and not mandate CHEM to hold another GM to ratify it - second by Seneca**
 - All in favour
 - 0 against
 - 3 abstain (president, WatRox, CHEM)
 - **Motion passes**
- 4. *Move* to a moderated caucus where any additional old business items may be brought up.
- 5. *Move* to conclude Old Business.

New Business (did right after old business)

Move to review and ratify the UW BSA constitution changes.

- BUGs wanted to make volunteer position that's less responsibility than execs but so people can be apart of BUGs. Left open ended that there can be more than 1 under each position
- VPI: aware that not scisoc's job to advertise for BUGs?
 - BUGs: just for future execs to read this and know that they can ask scisoc for help
- Seneca: note that constitutions should be to less specific more ambiguous, if we need to market through the specific medium in the constitution but it changes (e.g. digital platform and not facebook incase it changes in a few years and no one uses it anymore)
- Seneca: policy and procedures are for the means to advertise, not for specifics, just how to advertise in general
- **BSA move to ratify constitution - second by President**
 - All in favour
 - 0 oppose
 - 1 abstain (BSA)
 - **Motion passes**

Move to review and ratify the UW BUGS constitution changes.

- WatRox second
 - All in favour
 - 0 oppose
 - 0 abstain
 - **Motion passes**

Move to friendly amend the newly enacted Coordinator-Executive Communication Advancement Act, 2017, Section 1, to change "Requests" to "Requires".

- The act passed last meeting regarding engaging with coordinators in scisoc
- Seneca: not keeping own volition
- President: changed ust hold office hours to hold office hours because cannot force them to do anything.

- VPI: Sandy approved this
 - President: yes approve this then
- Accepted motion from Seneca by VPI
 - Second by Seneca
 - All in favour
 - 0 oppose
 - 1 abstain (president)
 - **Motion passes**

Move to review and vote on the 'Policy 505 – Auditing' submitted by VPI.

- VPI: Over past few weeks, taken time to write out word by word to write out what those powers would entail (regarding CHEM) - attached to agenda
- Seneca: job of board is to audit, speaker is given a lot of power for this (good reason to have a speaker)
- Entrusted VPI this term with powers to audit CHEM - written out what an auditor would do and what the restrictions are on that
- President: would mean that whoever the VPI is would be auditing clubs
- Seneca: does not have any policies on how to do this
 - VPI: outlines restrictions in place to make the auditor an unbiased person during the auditing period, what information they can share etc.
- Move to approve policy 505 by Ben
 - All in favour
 - 0 oppose
 - 0 abstain
 - **Motion passes**

Confidential

- **A vote in confidence was passed**

President: initially Sandy sent email saying this cannot happen, accountant will not allow us to do this and MathSoc policies do not state allowing alcohol purchase.

- Seneca: wasn't sure if Seneca would be able to be in this meeting so didn't want execs to bring this up. Emailed accountant about the policies, Sandy's statements are incorrect on this matter. Accountant was concerned because FEDs isn't used to seeing alcohol policies. This was due to orientation saying no to alcohol and societies followed. Alcohol cannot be the sales pitch for an event, not disallowed by the university. Assure that there are 0 policies saying you cannot reimburse alcohol. Alcohol on official business will not be reimbursed. Went through 4 ½ weeks of exhausted communicated with VPs on FEDs who gave the green light. Talked to Brian and saw that accountant was not on board with alcohol policy, talked about it with

Brian. Brian said that the student focus was the confusion because it's not what FEDs uses as language. Double checking with the insurance policy

- Mathsoc does allow alcohol reimbursement
- All of the information brought up was incorrect and outdated. FEDs has approved policy, UW has no issue with it either, accountant will go through minor changes and return it.
- Confirmed verbally that we can reimburse alcohol
- Have minutes from Math GM
- President: was not informed that this was outdated information. Does not appreciate that the blame was put on President when was not informed but should have been
- VPAF: regardless thank you for updating, will not talk about it until more information was given.
- VPI: takes full responsibility for the lack of communication

President: likely that CECA will want to come talk to us next week. Push updates to next week?

- Thursday next week regular time (Emergency board meeting)

FEDs counsellor: FEDs election coming up

- Encouraging people to participate
- Motion passed at GM month ago for task force on democratic engagement, Ben is chair and Seneca will be there as well

Move to adjourn

- Motion by Ben
- Second by PHYS
- All in favour

Move to a Moderated Caucus where any additional items can be brought up during this time.

Move to adjourn.

Public Session

Move to open question period from members-at-large. Note: Any Society members can speak during this time, including the Board members.

Committee, Clubs, & Societies Reports

Move to close Public Session and proceed to in camera session.

1. University-wide Committees

- a. Co-op Education Council and Co-op Student Council — Briefing by the Vice President Academic and FEDS Councillors.
See below for update
- b. FSF Committee & WatSEF — Briefing by the President.
Note: WatSEF briefed by VPI today.
- c. FEDS President's Committee (President) — Briefing by the President.

- d. Other, as needed.
 - e. *Move* to a Moderated Caucus where any additional university-wide items can be brought up during this time.
2. Executive Updates
- a. President
 - b. Vice President Administration & Finance
 - c. Vice President Internal
 - d. Vice President Academic
 - e. Executive Coordinators (Administrative Coordinator & Financial Associate)
 - f. *Move* to a Moderated Caucus where any additional executive items can be brought up during this time.
3. Departmental Clubs/Societies Updates
- a. BMSA
 - b. BSA
 - c. BUGS
 - d. ChemClub
 - e. MNS
 - f. PhysClub
 - g. SBSA
 - h. WatRox
 - i. *Move* to a Moderated Caucus where any additional clubs/societies items can be brought up during this time.
4. FEDS Report
- a. Science Councillors
 - b. FEDS Board
 - c. *Move* to a Moderated Caucus where any additional FEDS items can be brought up during this time.

Next Regularly Scheduled Meeting: TBD WINTER 2018

WEEKLY EMPLOYMENT STATS for Winter 2018 – Nov 9th, 2017 (from operations)

The main match ran last Friday, there were 3,503 students employed in the match, increasing the overall number of students employed to 4,734. We are slightly ahead in terms of overall employment rate compared to last winter, however, 3,525 students

Weekly Statistics for Winter 2018			
	09-Nov-17	10-Nov-16	Year - Year Variance
Overall Employment %	58.4%	58.2%	0.20%
Overall Employment #	4734	4415	319
# Of Students Unemployed	3525	3307	218
# Of Students Employed This Week	3590	70	3520
# of Students Scheduled Out to Work	8480	7908	572

are still at an unemployed status.

As we head into the continuous rounds, it is helpful to understand how both **first work term students** and students in **focus programs** are doing.

First Work Term Students:

Compared to the same point last year, there are currently 1,031 first work term students employed (104 more than after the main match last year). The overall employment rate is also stronger for first work term students compared to last winter.

	Employed Students	Seeking Employment	Not Participating	Em Rat
2018 - Winter - First Work Term Students	1031	1730	34	38.
2017 - Winter - First Work Term Students	927	1679	20	36.

Focus Programs:

(Focus programs are programs that have historically faced lower employment levels (based on industry trends, or rapidly increasing enrollment numbers). Focus programs receive more intentional focus from Co-operative Education in job development.)

Looking at overall employment for each of the focus programs, 8 of the 15 programs are ahead in terms of overall employment rate compared to the same point last winter. Of the focus programs currently trailing behind, three are within 2.4% or less of the overall employment rate compared to last winter.

Environmental Engineering is the farthest behind compared to last winter. There are currently 124 students scheduled out for work (36 employed) compared to 105 scheduled out last winter (42 employed and 4 not participating at the same point).

Of the 88 unemployed Environmental Engineering students for winter 2018, 52 are first work term (59%). At the same point last winter, 44 of the 59 UI students were first work term (75%). It appears the lower employment rate has been caused by a moderate increase in students scheduled out and a larger proportion of senior students not yet finding employment.

Focus Program	Employment Rate		Difference
	2018 - Winter	2017 - Winter	
Geological Engineering	32.7%	22.5%	10.2%
Honours Mathematics	52.3%	43.6%	8.7%
Physics	43.5%	36.1%	7.4%
Biochemistry	30.4%	23.1%	7.3%
Chemical Engineering	46.5%	39.8%	6.7%
Nanotechnology Engineering	61.7%	57.2%	4.5%
Legal Studies	40.3%	37.5%	2.8%
Geography & Environmental Management	45.6%	44.6%	1.0%
Biology	32.5%	34.5%	-2.0%
Environment & Business	45.7%	48.0%	-2.3%
Kinesiology	42.0%	44.3%	-2.4%
Mathematics/Business Administration	54.5%	58.6%	-4.1%
Chemistry	28.6%	36.4%	-7.8%
Planning	51.6%	59.8%	-8.2%
Environment Engineering	29.0%	43.8%	-14.8%

The first continuous match for Winter 2018 is scheduled to run Wednesday, November 15th.

Policy 505 - Auditing

The UW Science Society Board of Directors,

Highlighting the difficulties experienced by the Board in the Fall term of 2017 with Chemistry Club and the need for senior overview and even intervention,

Emphasizing the Board's decision during the Fall term of 2017 to appoint Vice-President Internal of Science Society as a temporary impartial auditor to the Chemistry Club Executive,

Seeing a lack of clearly written and defined set of guidelines and procedures for an acting auditor,

Defining 'egregious periods of instability' to include but not be limited to:

1. The eviction or willful departure of more than one club executive member when no immediate risk mitigation or management plan is set,
2. Great financial concern, distress or mismanagement with reasonable evidence given to support such a claim,
3. Exceedingly poor quality of multiple events with reasonable evidence given to support such a claim,
4. The act of any single or multiple club executive(s) formally calling on the Science Society to appoint an auditor to that club's executive,

Noting that an auditor may not investigate within their own executive with the authority given by this resolution,

Given the effectiveness of the first trial auditing period in the Fall term of 2017, the UW Science Society Board of Directors hereby,

1. Inaugurates '***Policy 505 - Auditing***' as the title of the resolution henceforth written;
2. Empowers the Vice President Internal during egregious periods of instability, at a $\frac{2}{3}$ vote of the Board of Directors, to receive emergency powers to audit the unstable club for a period of time the Board sees fit that is no shorter than two weeks and no longer than two months;
3. Empowers the Vice-President Internal or an agent thereof acting as an ex officio member, per *Science Society Constitution*:
 - a. The club executive intra-communications, including,
 - i. Facebook (and other digital platforms) executive chats,
 - ii. Executive meetings,
 - iii. Executive-Coordinator communications,
 - b. Club related items, such as,

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- ii. Phone-calls,
- iii. Receipts and up-to-date budget actuals,
- iv. Executive transition documents,
- v. Event plans and details,
- vi. Assets as well as locations of assets;

4. Empowers the Vice-President Internal acting as auditor to, upon auditor request to and agreement of the parties involved, be privy to the private and personal communications of individual club executive members for communication relating to the club;
5. Mandates that Vice-President Internal acting as auditor remain an impartial person through the following regulations, active only during the audit period:
 - . Auditor may not give to another person their personal opinions regarding a departmental club and its executive,
 - a. Auditor may not support and may not rebuke any resolutions, formal motions, bills, or other forms of legislation that would at the consideration of the auditor directly impact the current state of the auditee,
 - b. Auditor may not actively seek to undermine or disrupt the activities of the auditee in a destructive manner,
 - c. Auditor may, only if asked or deemed necessary or relevant by the auditor, reveal information or details about the ongoing investigation for:
 - .Information clarification or correction purposes,
 - i. Providing guidance to Board members or club executives associating with the auditee, ii. Adherence to the University of Waterloo or Federation of Students' policies;
6. Requires Vice-President Internal acting as auditor to submit, no more than two weeks after the auditing period has ended, an audit report consisting of:
 - . A description of the situation that led the Board to appoint an auditor (i.e. the egregious instability),
 - a. The findings and investigation details of the auditor,
 - b. The auditor's post-audit recommendations to the departmental club executive, to the Board of Directors, and/or to other relevant persons;
7. Allows the Board to use the auditor's report to affect punitive action against a departmental club in any constitutionally viable method;
8. Mandates the Speaker of the Board implement this resolution in the *Society Policies & Procedures* in consultation with the Vice President Internal;
9. Decides to remain actively seized of the matter.

*University of Waterloo Science Society Submitted by Watrox Co-President -
Carson Kinney Board of Directors Signatories: BSA Co-President - Dominique
Audette*

November 23rd, 2017 Vote: __ Yay, __ Nay, __ Abstention

**Ownership and Usage of Intellectual Property Act, 2017 - Amendments to
Policies and Procedures**

The UW Science Society Board of Directors,

Highlighting Policy 71 , Student Discipline , where students can be disciplined for
inappropriate behaviour, including failure to respect the rights and properties of
others,

Highlighting Policy 73, Intellectual Property Rights, which states the creator has
the ownership and
rights of the Intellectual Property,

Emphasizing that Academic Integrity is the keystone to innovation, creativity and
development, *Defining* ‘Intellectual Property’ to include any content created for the
society, or subsidiary clubs; including but not limited to, constitutions, posters, logos,
and merchandise designs,

Noting the absence of accountability and possible discipline for plagiarism, the lack
of definition of

intellectual property and the rights associated with it, the UW Science Society Board
of Directors hereby,

1. Grants Intellectual Property rights to the creator of any materials they
create for the Science Society or subsidiary clubs
2. Establishes copyright over Intellectual Property for 5 years from the original posting
3. Enables the club for which the original content was created, the right to
reuse, edit or redistribute the content as if it is the creator; this does not include
giving the content to other clubs or societies to use
4. Enables SciSoc to use, edit or redistribute the original content with
written permission from the original creator
5. Enables the Board to discipline any perpetrator of this act
6. Mandates the Board to punish any perpetrator to the same degree as the offence committed
7. Grants acquired rights to previously created content, effective their creation date