



IEEE uOttawa Student Branch Annual General Meeting Part 2 2024

Location: Online

Link: <https://meet.google.com/nfr-qfbg-sqd>

Expected Date of Meeting: June 23rd 2024

Expected Start Time: 4:00pm

Meeting Number: AGM

Proposed Agenda

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1. Call to Order

The meeting was called into order at 4:10 PM



2. Land Acknowledgement - Reconnaissance des Terres

As we gather here today, we begin by paying our deepest respects to the Algonquin and Mohawk people, the original inhabitants and enduring stewards of the land on which we stand. This land, part of a region with a rich tapestry of Indigenous nations, remains unceded and unsurrendered, resonant with the pulse of millennia of Indigenous presence, culture, and guardianship. We recognize the Algonquin and Mohawk as the traditional guardians of this territory, a responsibility they have borne with reverence and resilience throughout the generations. Their ties to the land are ancient and enduring, woven into the fabric of their cultures and identities, a sacred connection that persists in the face of challenges and changes. We are reminded that our presence here is interconnected with the longstanding histories and rich cultures of Indigenous peoples who have cared for this land from time immemorial.

We acknowledge the traditional knowledge keepers, those who carry the wisdom of the ancestors, the stories of the land, and the teachings of the natural world. They are the custodians of an invaluable legacy that continues to guide and enrich our communities. Their wisdom, passed down through generations, remains a beacon that lights the way for sustainable coexistence with the land and with each other. We also honor the courageous leaders, those who have come before us, those who stand among us, and those who are yet to emerge. Their leadership, grounded in the principles of justice, sovereignty, and self-determination, paves the path for future generations. They stand as testament to the enduring spirit and resilience of Indigenous peoples, facing adversity with strength and unwavering resolve. Lastly, we recognize the youth, the emerging generation of Indigenous leaders and knowledge keepers, who carry forward the hopes and dreams of their ancestors. They embody the potential for a future that holds respect, recognition, and reconciliation at its core.

In our acknowledgment, we affirm our commitment to learning, to understanding more deeply the history and the living legacy of colonialism. We pledge to engage in dialogue, to listen with open hearts, and to forge relationships built on mutual respect and shared purpose. We invite those who are not on this land to reflect upon the territories they occupy, wherever they may be. Resources such as native-land.ca can offer guidance in identifying the Indigenous lands on which we live, work, and gather, encouraging an ongoing process of learning and recognition.

As we walk forward, may we do so with mindfulness of the past, attentiveness to the present, and unwavering commitment to a future where the rights and treaties of Indigenous peoples are upheld and honored. In the spirit of peace and friendship, we continue to seek ways to live and work on these lands in harmony with the people who have called this place home since the beginning.

For countless generations, the Algonquin and Mohawk peoples have maintained an unbroken bond with this territory, a relationship that has never been formally ceded or surrendered. Their resilience in the face of adversity and their profound understanding of the land's secrets are awe-inspiring. We look upon their stewardship with admiration and gratitude, recognizing that their ancient wisdom continues to enrich our collective journey on this shared earth.

It is our privilege to extend our deepest appreciation to the traditional knowledge keepers who, whether young or old, stand as the living repositories of wisdom. Their profound insights, teachings, and the continuity of ancient practices offer a profound insight into the intricate web of life that surrounds us. With profound humility, we embrace the lessons of the past and present, knowing that they guide us toward a more harmonious and sustainable future.

As we stand on this sacred ground, let us carry forward the lessons of the Algonquin and Mohawk nations, the collective wisdom of Indigenous peoples, and the aspirations of those who lead us into the future. Let this acknowledgment serve as a poignant reminder of our shared responsibility to honor the land, respect its custodians, and work collaboratively for a more inclusive, equitable, and sustainable world. For those who are not in Ottawa, please refer to <https://native-land.ca>.



3. Roll Call

Present - Présent.e.s

- Executives:

Akhil

Aya

Fayza

Jad

Manaal

Kevin

Madison

Quinn

Sacha

Shaheen

Xavier

- Guests:

Daniel

- Excused:

Joey

Eric

Farah

4. Robert's Rules Explanation

Speaking Order

- Point of Privilege
 - Pinky finger raised / "P" in the chat
- Clarification / Point of Parliamentary Inquiry
 - "C"-shaped hand raised / "C" in the chat
- Reply to current discussion point



- Two fingers raised / "2" in the chat
- New point of discussion regarding current motion/matter
 - Index finger raised / "1" in the chat

Requests and Inquiries

- Point of Privilege: request for immediate assistance, requesting to be temporarily excused from the meeting, unable to hear speaker
- Clarification: asking someone to repeat what they said, expand on an acronym, or provide a definition/context to what they are saying. Cannot be used to add new material.
- Point of Parliamentary Inquiry: asking the Chair for their opinion (not official ruling) on a matter of procedure.
- Circular discussion / "Calling to Question": Calling the current discussion circular calls on the Chair to assess the immediate relevance of current discussion. If found to be circular, the Chair may allow a "Call to Question" which requires 2/3 of executive support to pass. If the Call to Question passes, the motion immediately enters a vote.
 - Circular hand motion / "Circular" in the chat
 - "I would like to call to question the current motion"

Voting: Performed through raised hands, either in person or over the Zoom call, in the following order:

1. Those declaring Conflict of Interest (counted as Abstentions)
2. Those In Favor
3. Those Against
4. Those Abstaining

All attendees have speaking and voting rights at AGM.

5. Administrative Motions

Title:	Adoption of the Agenda		
Mover:	Manaal	Second:	Jad
Language:	English		
BIRT	The agenda be adopted as presented.		
Result:	Motion Passes		



Discussion:	
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Title:	Approval of Previous Meeting Minutes		
Mover:	Manaal	Seconder:	Jad
Language:	English		
BIRT:	<p>The minutes of the previous meeting will be approved, as presented.</p> <p>Previous Meeting Minutes: https://docs.google.com/document/d/14vjyBmqf5zuTat-dR4BQOIHX73-MYDh3LtY7x8azTwY/edit?usp=sharing</p>		
Result:	<p>9 in favor No COI 0 against 0 abstained</p> <p>Motion Passes</p>		
Discussion:	<p>Daniel: I would like to put it on the record that the minutes taken in the last meeting minutes were insufficient to the discussion at hand. Future meetings are documented better specificity to better represent motions and discussion</p> <p>Daniel: in the previous motion, there are a lot of inconsistencies with wording</p> <p>Jad: we can't recall voting and discussion in past meeting minutes to correct</p>		



6. Constitution Review

Title:	Removal of First Year Commissioners		
Mover:	Jad	Seconder	
Language:	English		
Whereas:	<p>WHEREAS the Constitution currently includes provisions for First Year Commissioners for Electrical Engineering, Computer Engineering, and Software Engineering under sections 4.18, 4.19, and 4.20 respectively;</p> <p>WHEREAS the roles of these First Year Commissioners overlap significantly with the Academic Commissioners for the same engineering disciplines, leading to redundancy;</p> <p>WHEREAS the Branch seeks to streamline its structure and enhance operational efficiency by eliminating redundant positions;</p>		
BIRT:	BE IT RESOLVED THAT Sections 4.18, 4.19, and 4.20 be removed from the Constitution;		
Result:	Motion is removed		
Discussion:	<p>Daniel: I thought this motion passed last time.</p> <p>Jad: motion to remove the motion</p> <p>Quinn seconds</p> <p>Motion is removed</p>		

Title:	Removal of the Commissioner of WIE Design		
Mover:	Jad	Seconder	Fayza
Language:	English		



<p>Whereas:</p>	<p>WHEREAS the duties of the Commissioner of WIE Design have been effectively distributed among other roles within the Women in Engineering (WIE) Affinity Group;</p> <p>WHEREAS the Branch aims to optimize its structure by reducing the number of specialized positions that have overlapping responsibilities with other roles;</p> <p>WHEREAS the effectiveness of the WIE initiatives can be maintained without a designated Commissioner of WIE Design;</p>
<p>BIRT:</p>	<p>THEREFORE, BE IT RESOLVED THAT Section 4.20 detailing the Commissioner of WIE Design be removed from the IEEE uOttawa Student Branch Constitution.</p>
<p>Result:</p>	<p>11 in favor 0 against 0 abstained Motion Passes</p>



Discussion:	<p>Jad: we already have a commissioner of design for IEEE. we need to reduce the amount of executives we have</p> <p>Daniel: This is removing from the constitution but not removing the position . No other positions in WIE are in the constitution</p> <p>Manaal: It's up to WIE but since it's in the constitution it's why we're voting</p> <p>Akhil: Is the commissioner of WIE design taken on by the commissioner of design, as in under IEEE or WIE</p> <p>Manaal: WIE is an affinity group, the WIE design commissioner is under WIE but it's in our constitution which is not typical of other WIE positions. They can have a design commissioner if they want but it won't be in our constitution.</p> <p>Maddy: I discussed it where we are going to redistribute the responsibilities where these responsibilities will be taken by VP comms potentially</p> <p>Manaal: responsibilities may also be taken up by IEEE design commissioner</p>
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Title:	Removal of VP Philanthropy		
Mover:	Jad	Seconder	Daniel
Language:	English		
Whereas:	<p>WHEREAS the responsibilities of the Vice President of Philanthropy have been effectively integrated into the roles of other executive positions, reducing the need for a standalone position;</p> <p>WHEREAS streamlining the executive committee roles can lead to more efficient management and operation of the Branch;</p> <p>WHEREAS the reassignment of philanthropic responsibilities ensures that these important tasks are maintained without redundancy;</p>		



BIRT:	THEREFORE, BE IT RESOLVED THAT Section 4.12 detailing the Vice President of Philanthropy be removed from the IEEE uOttawa Student Branch Constitution.
Result:	0 COI 10 In favor 0 against 1 abstained Motion Passes
Discussion:	Daniel: last time we discussed all this would take into effect into next year, is this still the case Jad: This motion we preferably start it right now if it gets passed

Title:	Reform of Chairperson's role		
Mover:	Jad	Secunder:	Daniel
Language:	English		
Whereas:	WHEREAS the Chairperson's role has been expanded to encompass all executive duties not otherwise delegated, serving as the official representative at the Section level, and acting as a liaison between the Branch and the Ottawa Section, ensuring comprehensive leadership and visibility in external interactions;		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.1 of the IEEE uOttawa Student Branch constitution be amended to:</p> <p>4.1 Chairperson</p> <p>4.1.1 The Chairperson shall assume all executive duties not otherwise delegated to other officers.</p> <p>4.1.2 The Chairperson shall serve as the official representative of the Branch at the Section level and in interactions with other local IEEE Student Branches.</p> <p>4.1.3 The Chairperson shall perform as a liaison between the Branch and the Ottawa Section.</p> <p>4.1.4 The Chairperson shall oversee the activities performed by executive committee members.</p> <p>4.1.5 The Chairperson shall report periodically to the Branch Counsellor to update them on Branch activities.</p>		



	<p>4.1.6 The Chairperson shall complete the annual Activity Report.</p> <p>4.1.7 The Chairperson shall ensure a smooth transition of information and materials to newly elected officers and arrange an orderly transfer of Student Branch records.</p>
Result:	<p>0 COI 7 in favor 0 against 3 abstained Motion Passes</p>

<p>Discussion:</p>	<p>Daniel: Because all of these motions go together and they happen together, I would like to motion to omnibus : reform of Chair person's role, Reform of vice-chair, Reform of VP Internal, Modifications to Secretary</p> <p>Xavier seconds</p> <p>Manaal: anyone against this?</p> <p>Jad against</p> <p>Jad: I don't this is a good idea</p> <p>Daniel: I think that there is still the option to discuss them separately just do the voting together.</p> <p>Daniel: it's an incidental motion and we don't have a discussion on it, it just passes or not</p> <p>Akhil: instead of jamming them together in one vote, if someone disagreed with one motion they would disagree with all of the motions. Why don't we take it if whether or not one motion passes and one doesn't and look at the majority</p> <p>Daniel: the actual motion is called a motion of consideration of paragraphs. It is not debatable, talking about it is in contradiction to the entire motion. The reasoning for this is to remove the option of voting for them separately.</p> <p>Manaal: it's to discuss separately and voting at once?</p> <p>Manaal: let's vote on Daniel's motion to omnibus</p> <p>4 in favor</p> <p>6 against</p> <p>0 Abstained</p> <p>motion does not pass</p>
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	<p>Jad: I do agree that these are all motions we can discuss together, I would be open to discussing them together and voting them separately</p> <p>Daniel: I just don't like the idea of one of these motions failing and the other passing, so I would vote against them. If they are not going to be presented together and vote together then it would make no sense. Some of the motions have duplicate responsibilities, so they are not written in a way that allows them to be done separately</p> <p>Jad: no one mentioned passing one and failing the other. I say if we talk about each separately, everyone can put in an opinion, I don't agree with passing one and failing the other. But I do agree that we discuss these motions now we can confidently say how these motions turn out</p> <p>Manaal: what I believe daniel's point is that the reason we see them together is that we can address them directly there if there are duplicates</p> <p>Jad: if we pass one and fail the other. There will be conflicts between the old and new constitution. I am open to changing these motions to make everyone happy.</p> <p>Akhil: It's essentially acting like each motion is individual and has a vote to pass/fail, and considering that to say, they all have parity.</p> <p>It allows the motions to be individually voted for and they can also pass.</p> <p>Daniel: We aren't following proper best practices, we are treating these changes as isolated but they are not isolated. Each resolution should be isolated changes but these motions are not isolated changes. We should draft a document similar to the constitution. Splitting it into multiple motions will cause headaches, these 4 motions are very closely related and can't be split up. Let's just continue the discussion</p>
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Manal: from what I understand is that Daniel proposal where we discuss all of them together and vote at once called maybe constitution review, and then Jad's proposal go through each separately and vote on that and move onto the next.

Jad: I proposed to have the discussion at the same time. Last AGM we spent too much on this discussion. I proposed talk about all these together and then base changes on that.

Manaal: I think what we can do a new motion and put all of these motions in one

Jad: this was done last AGM and still was time-consuming and no progress is made

Daniel: I think that what he's saying makes sense. I would like to motion to table all 4 of these motions for AGM part 3 as general revision.

Motion: Table the motions - reform of chair person's role, reform of Vice-chair's role, Reform of VP internal, Modifications to Secretary.

Quinn seconds the motion

Akhil: I like the way Jad puts it where we force it to be passed whatever anyone's unhappy with we change it and go through to make sure everyone's on the same page

Jad: just discuss the motion and the content before talking about passing

Daniel: I do want to flag we have unrepresentative numbers in this meeting which can be remedied in a future meeting

Voting on the motion to table:

0 COI

3 in favor

6 against

1 Abstained



	<p>Motion fails</p> <p>Jad: I want to discuss the 4 motions together</p> <p>Manaal: we're going in circles now. We can't discuss all motions together in a motion. We have to propose another motion.</p> <p>Jad: we can bring up anything we want in this motion including future motions.</p> <p>Daniel: Motion for the previous question</p> <p>Manaal: what Daniel said is that we are just going to be going into a vote. It's a motion to vote immediately. We are voting to vote on the chairperson's changes right now.</p> <p>Jad: Daniel was part of the discussion and he brought up a call to question, if daniel's motion fails does that mean the whole motion fails?</p> <p>Manaal: there are two motions. One motion is Daniel's call to question. This is a secondary motion to the primary motion is reform of chair person. If this secondary motion passes we end discussion and vote on the whole motion</p> <p>Quinn Second's The call to question motion</p> <p>0 COI</p> <p>4 in favor</p> <p>5 against</p> <p>1 Abstained</p> <p>Motion for call to question fails</p>
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	<p>Quinn: what's the motivation for all these changes</p> <p>Jad: big discussion by Constitution Review Committee, where the chair should be least biased as possible. The chair should have a leadership and chair point of view.</p> <p>Manaal: vote on entire motion</p>
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Title:	Reform of Vice-chair		
Mover:	Jad	Seconded:	Aya
Language:	English		
Whereas:	<p>WHEREAS the Vice-chairperson's duties have been distinctly defined to include chairing all meetings of the Branch to maintain procedural standards and impartiality, alongside assuming the responsibilities of the Chairperson in their absence, thereby providing consistent leadership and continuity;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.6 of the IEEE uOttawa Student Branch constitution be amended to read</p> <p>4.2 Vice-chairperson</p> <p>4.2.1 The Vice-chairperson shall assume all functions of the Chairperson in the latter's absence.</p>		



	<p>4.2.2 The Vice-chairperson shall provide support to the Chairperson, as required.</p> <p>4.2.3 The Vice-chairperson shall solely chair all meetings of the Branch, ensuring adherence to procedural standards and maintaining impartiality.</p> <p>4.2.4 The Vice-chairperson shall be the authority on the interpretation of the Constitution.</p> <p>4.2.5 They shall conduct bi-semesterly progress reviews for each executive's mandate during meetings at the start and midpoint of the fall and winter semesters.</p> <p>4.2.6 The Vice-chairperson must abstain from voting at meetings except in cases where their vote can break a tie.</p> <p>4.2.7 They shall ensure that the constitution, By-Laws, and other governing documents are updated and reviewed periodically.</p> <p>4.2.7.1 They shall form a Constitution Reform Committee to conduct a review of the Constitution, proposing amendments to be voted upon at the last executive meeting of the Term.</p> <p>4.2.8 They shall organize end-of-term elections and by-elections.</p>
Result:	<p>0 COI 0 against 0 abstained Motion passes with a unanimous vote</p>
Discussion:	<p>Daniel: can I motion to dispense the reading of the motion</p> <p>Manaal: yes</p> <p>Manaal: no discussion so we move to vote</p>

Title:	Reform of VP Internal		
Mover:	Jad	Second:	Fayza



Language:	English
Whereas:	WHEREAS the Vice President of Internal Affairs now collaborates with competition groups related to EECS to organize at least one experiential learning opportunity, oversees the completion and submission of all awards nominations and grant applications, and serves as the primary contact for volunteers, ensuring dynamic engagement and administrative excellence;
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.6 of the IEEE uOttawa Student Branch constitution be amended to read as follows:</p> <p>4.6 Vice President of Internal Affairs</p> <p>4.6.1 They shall collaborate with competition groups related to EECS to organize at least one (1) experiential learning opportunities such as workshops and competitions.</p> <p>4.6.2 Organize at least one (1) competition or challenge event related to IEEE.</p> <p>4.6.3 The Vice President of Internal Affairs shall oversee the completion and submission of all awards nominations and grant applications.</p> <p>4.6.4 Serve as the primary contact for volunteers, overseeing volunteer management, including maintaining a database of opportunities and active volunteers.</p>
Result:	Motion passes unanimously
Discussion:	Manaal: any discussions? Move to vote

Title:	Modifications to Secretary		
Mover:	Jad	Seconders:	Xavier
Language:	English		
Whereas:	WHEREAS the Secretary's responsibilities have been significantly broadened to include not only the maintenance of records of all Branch activities and meeting attendance but also the oversight of		



	<p>constitutional and governing document reviews, organization of end-of-term elections, and ensuring that transition documents are timely completed and accessible, reinforcing the administrative backbone of the Branch;</p> <p>WHEREAS the Secretary's responsibilities have been specifically refined to ensure meticulous documentation of meetings, systematic archiving of executive decisions, and the management of a Constitution Reform Committee to oversee annual reviews of governing documents;</p>
<p>BIRT:</p>	<p>THEREFORE, BE IT RESOLVED that section 4.5 of the IEEE uOttawa Student Branch constitution be amended to read as follows</p> <p>4.5 Secretary</p> <p>4.5.1 The Secretary shall keep a record of all activities of the Student Branch.</p> <p>4.5.2 The Secretary shall document activities and decisions at executive and general meetings.</p> <p>4.5.3 The Secretary shall keep a record of the names of members in attendance at meetings.</p> <p>4.5.4 The Secretary shall coordinate the organization of regular executive committee meetings and general meetings.</p> <p>4.5.4 Ensuring that office hours are <u>scheduled</u> in a timely manner at the beginning of each semester.</p> <p>4.5.5 Ensure that transition documents are completed by old executives and accessible to the new executives in a timely manner.</p> <p>4.5.6 The Secretary shall be responsible for reporting to IEEE Headquarters and writing any special reports required by IEEE Headquarters within a reasonable time after each meeting.</p>
<p>Result:</p>	<p>Motion passes unanimously</p>
<p>Discussion:</p>	<p>Manaal: move to vote</p>



Title:	Modifications to VP Academic Affairs		
Mover:	Jad	Seconders:	Akhil
Language:	English		
Whereas:	<p>WHEREAS the Vice President of Academic Affairs is charged with strengthening academic support and liaison efforts between the Branch, the Faculty, and the uOttawa administration, facilitating valuable experiential learning opportunities for the members;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.8.1, 4.8.6, and 4.8.7 of the IEEE uOttawa Student Branch constitution be amended to read as follows</p> <p>4.8.1 <i>The VP Academic shall be the <u>liaison</u> between the Branch, Faculty, and the uOttawa administration.</i></p> <p>4.8.6 EECS to organize at least one (1) experiential learning opportunity (e.g., workshop, competition, challenge) per academic year.</p> <p>4.8.7 The VP Academic shall collaborate on advocacy initiatives with other organizations that affect EECS students.</p>		
Result:	Motion passes unanimously		
Discussion:	<p>Daniel: this motion in particular missing few of the responsibilities of VP academic that are unchanged that should be in this motion. There are a lot of things that we add those in</p> <p>Jad: for these sections, we amend these to the constitution, the other parts will remain</p> <p>Daniel: alright</p> <p>Move to vote</p>		



Title:	Modifications to VP Communications		
Mover:	Jad	Seconded:	Daniel
Language:	English		
Whereas:	<p>WHEREAS the Vice President of Communications will play a pivotal role in delivering clear and effective communication about IEEE benefits and opportunities, while also enhancing digital engagement and outreach efforts across various platforms;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.13 of the IEEE uOttawa Student Branch constitution be amended to read as follows</p> <p>4.13 Vice President of Communications</p> <p>4.13.1 The VP Communications shall ensure the benefits of IEEE memberships and other relevant opportunities are clearly communicated to EECS students.</p> <p>4.13.2 The VP Communications shall carry on all other communications necessary to the activities and events of the Branch.</p> <p>4.13.3 The VP Communications shall create and maintain communication channels between the Branch and other related organizations.</p> <p>4.13.4 The VP Communications shall manage the Branch’s social media accounts, newsletters, and other digital communications to promote Branch activities and events.</p> <p>4.13.5 The VP Communications shall oversee the Commissioners of Translations and Design.</p>		
Result:	Motion Passes unanimously		



Discussion:	<p>Akhil: I would like to add one more thing, for the role for clarification: maybe I should liaison with VP social to maximize social outreach and we stay on the same page. Run things by the chair</p> <p>Manaal: 4.13.2 addresses this already</p> <p>Daniel: same thing as Manaal. Liaising is already done, no point writing it down, it's implied</p> <p>Akhil: Both the job of the VP comms and VP social to maximize outreach, we should maximize publicity where we split the whole idea of events; VP social creates the events, but VP comms also plays a role in coming up with ideas for events</p> <p>Daniel: this is redundant</p> <p>Manaal: this is a good point, but all of this is already implied</p> <p>Move to vote</p>
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Title:	Modifications to VP Equity		
Mover:	Jad	Seconders:	Xavier
Language:	English		
Whereas:	<p>WHEREAS the Vice President of Equity will expand efforts to advocate for equitable practices within the Branch, manage incident reports, and ensure that all events are accessible and inclusive, reflecting the Branch's commitment to diversity;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.10 of the IEEE uOttawa Student Branch constitution be amended to read as follows</p> <p>4.10 Vice President of Equity</p> <p>4.10.1 The VP Equity shall write and present a semesterly equity report on the inclusivity and accessibility of Branch events and services.</p>		



	<p>4.10.2 Organize <u>annual</u> anti-oppression training for all Executive Committee members.</p> <p>4.10.3 Advocate for equitable practices within the Branch and handle incident reports.</p> <p>4.10.4 Manage and implement accessibility measures and accommodations for Branch events.</p> <p>4.10.5 Organize at least one (1) philanthropic event per semester, keeping records of community partnerships.</p>
Result:	Motion passes unanimously
Discussion:	No discussion

Title:	Modifications to VP Social Affairs		
Mover:	Jad	Seconder:	Quinn
Language:	English		
Whereas:	<p>WHEREAS the Vice President of Social Affairs is tasked with fostering a sense of community and belonging among members through the organization of social and team-building events that promote IEEE's mission and member engagement;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.9.4 of the IEEE uOttawa Student Branch constitution be amended to read as follows</p> <p>4.9.4 Promote team-building exercises between executive committee members <u>and organize at least one (1) executive team bonding event per semester.</u></p>		
Result:	Motion passes unanimously		



Discussion:	No discussion
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Title:	Modifications to VP Merchandising		
Mover:	Jad	Seconders:	Aya
Language:	English		
Whereas:	WHEREAS the Vice President of Merchandising will handle the design and procurement of themed merchandise, which plays a crucial role in promoting the Branch's identity and providing financial support through sales;		
BIRT:	THEREFORE, BE IT RESOLVED that section 4.11.1 and 4.11.4 of the IEEE uOttawa Student Branch constitution be amended to read as follows 4.11.1 The VP Merchandise shall be in charge of <u>designing and procuring</u> EECS-themed merchandise to be sold by the branch. 4.11.4 Maintain an active catalog and inventory of available merchandise		
Result:	Motion passes unanimously		
Discussion:	No discussion		

Title:	Addition of Academic Commissioner of Multidisciplinary Design		
Mover:	Jad	Seconders:	Xavier
Language:	English		
Whereas:	WHEREAS the newly defined role of the Academic Commissioner of Multidisciplinary Design will specifically cater to the interdisciplinary nature of modern engineering challenges, ensuring tailored support and representation for students in these programs;		
BIRT:	THEREFORE, BE IT RESOLVED that section 4.18 of the IEEE uOttawa Student Branch constitution be amended to read as follows 4.18 Academic Commissioner of Multidisciplinary Design		



	<p>4.18.1 Ensure all information regarding the branch’s activities are well advertised to students of all years in Multidisciplinary Design.</p> <p>4.18.2 Work with the VP Academic to support end-of-semester study sessions pertaining to Multidisciplinary Design students.</p> <p>4.18.3 Work with the Executive Committee to organize an event specific to their program.</p> <p>4.18.4 Perform an informal annual presentation on the challenges and concerns of Multidisciplinary Design students relevant to IEEE.</p>
Result:	Motion passes unanimously
Discussion:	No discussion

Title:	Modifications to McNaughton Centre Director		
Mover:	Jad	Seconded:	Xavier
Language:	English		
Whereas:	<p>WHEREAS the McNaughton Centre is a crucial resource for the IEEE uOttawa Student Branch, offering laboratory equipment, office space, and workspace for students;</p> <p>WHEREAS the role of the McNaughton Centre Director is pivotal in maintaining and enhancing the functionality and accessibility of the Centre;</p> <p>WHEREAS it is essential to clearly define the responsibilities of the McNaughton Centre Director to ensure the effective management and improvement of the Centre’s resources;</p>		
BIRT:	THEREFORE, BE IT RESOLVED that section 4.4.1 of the IEEE uOttawa Student Branch constitution be amended to read as follows		



	4.4.1 The McNaughton Centre Director shall maintain and work to improve the state of the lab equipment, office space, and the workspace of the McNaughton Centre.
Result:	Motion passes unanimously
Discussion:	No discussion

Title:	Modifications to Webmaster		
Mover:	Jad	Seconder:	Sacha
Language:	English		
Whereas:	<p>WHEREAS the official website of the IEEE uOttawa Student Branch is a critical platform for communication and information dissemination to its members;</p> <p>WHEREAS the Webmaster plays a key role in ensuring the website is up-to-date, accessible, and provides valuable information such as upcoming events, executive office hours, and merchandise;</p> <p>WHEREAS clearly defining the responsibilities of the Webmaster will enhance the efficiency and effectiveness of the website as a resource for all branch members;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED THAT Section 4.14.1 of the IEEE uOttawa Student Branch Constitution be amended to read:</p> <p>4.14.1 The Webmaster shall maintain the Branch’s official website, posting information such as upcoming events, executive office hours, merchandise, etc.</p>		



Result:	Motion passes unanimously
Discussion:	No discussion

Title:	Modifications to Academic Commissioner of ELG		
Mover:	Jad	Seconders:	Xavier
Language:	English		
Whereas:	<p>WHEREAS the role of the Academic Commissioner of Electrical Engineering is crucial in supporting the academic success of Electrical Engineering students;</p> <p>WHEREAS there is a need to explicitly outline the responsibilities of the Academic Commissioner of Electrical Engineering in supporting interdisciplinary study sessions that also benefit students in Software Engineering and Computer Science;</p> <p>WHEREAS clearly defining these responsibilities will ensure better academic support and resource allocation for end-of-semester study sessions;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED THAT Section 4.15.2 of the IEEE uOttawa Student Branch Constitution be amended to read:</p> <p>4.15.2 Work with the VP Academic to support end-of-semester study sessions pertaining to Electrical Engineering <u>students</u></p>		
Result:	Motion passes unanimously		
Discussion:	No discussion		



Title:	Modifications to Academic Commissioner of Computer Engineering		
Mover:	Jad	Seconder	Akhil
Language:	English		
Whereas:	<p>WHEREAS the Academic Commissioner of Computer Engineering plays a vital role in enhancing the academic support structures for Computer Engineering students;</p> <p>WHEREAS the responsibilities of this role need to be clearly specified to focus on supporting Computer Engineering specific courses and study sessions;</p> <p>WHEREAS clear role definitions help in better planning and execution of academic support initiatives;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED THAT Section 4.16.2 of the IEEE uOttawa Student Branch Constitution be amended to read:</p> <p>4.16.2 Work with the VP Academic to support end-of-semester study sessions pertaining to Computer Engineering <u>students</u></p>		
Result:	Motion passes unanimously		
Discussion:	No discussion		



Title:	Amendment to Accountability and Respect Section		
Mover:	Jad	Seconder	Xavier
Language:	English		
Whereas:	<p>WHEREAS the IEEE uOttawa Student Branch is recognized as an official club with the University of Ottawa Students' Union's (UOSU) Club Administration Service (CAS) and must therefore comply with their Student Groups Status policy;</p> <p>WHEREAS Section 3.2.1.8 of the Student Groups Status policy states that a club's constitution must "outline a fair and transparent process for removal of executives and general members".</p> <p>WHEREAS it is imperative for good governance to establish clear procedures for the removal of individuals from leadership positions within the organization;</p>		
BIRT:	<p>BE IT FURTHER RESOLVED THAT Section 6.8 of the constitution to have the modifications be amended to read as follows:</p> <p>6.8 Accountability and Probation</p> <p>6.8.3 An Executive can motion a vote of resignation for a member of the Executive Committee only if one of the following conditions are met: abuse of executive power, mismanagement of funds, incident of harassment, failure to fulfill mandated duties, or an indictable criminal offense.</p> <p>6.8.4 A General Member may be removed for causes such as repeated violations of Branch regulations,, failure to respect the rights of other members, or actions that significantly harm the reputation of the IEEE uOttawa Student Branch.</p> <p>6.8.4.1 A written complaint lodged by at least three (3) members, addressed to the VP Equity, or in cases where the VP Equity is involved, to another member of the Executive Committee.</p>		



	<p>6.8.4.2 A special meeting shall be convened within seven (7) days of receiving the complaint, with adequate notice provided to all parties involved.</p> <p>6.8.4.3 A neutral chair, who has no involvement in the matter, shall be appointed to preside over the meeting.</p> <p>6.8.4.4 Both the accused party and the complainant(s) shall be given 30 minutes each to present their case or defense.</p> <p>6.8.4.5 Parties may opt to be represented by another individual or submit a written statement if unable to attend the meeting in person.</p> <p>6.8.4.6 After presentations, a vote shall be taken, requiring a two-thirds (2/3) majority of the Executive Committee.</p> <p>6.8.4.7 Following the resolution of the process, an official communication shall be sent to the UOSU executive responsible for clubs, outlining the process and reasons for the decision. The Executive Committee shall review and propose any changes to improve this process and prevent similar issues.</p> <p>BE IT FURTHER RESOLVED THAT Section 3.2.2b and 6.1.6 be removed;</p> <p>BE IT FURTHER RESOLVED THAT Section 3.4.2 be amended to remove “probation or”.</p>
Result:	Motion passes unanimously
Discussion:	No discussion

Title:	Updated Responsibilities for By-Elections		
Mover:	Jad	Seconded:	Xavier
Language:	English		



<p>Whereas:</p>	<p>WHEREAS the current language in Section 6.5.3 of the Constitution mandates the involvement of the Student Advisor (or an appointed individual) in organizing and coordinating a by-election for vacant positions,</p> <p>WHEREAS it has been observed that this requirement is outdated and no longer aligns with the current operational practices of the Executive Committee</p>
<p>BIRT:</p>	<p>THEREFORE, BE IT RESOLVED THAT Section 6.5.3 be amended as follows:</p> <p style="padding-left: 40px;">6.5.3. In the event that a member of the Executive Committee resigns, <u>a by-election shall be organized</u> for the vacant position.</p>
<p>Result:</p>	<p>Motion passes unanimously</p>
<p>Discussion:</p>	<p>No discussion</p>

<p>Title:</p>	<p>Amendments at General Meetings Wording</p>		
<p>Mover:</p>	<p>Jad</p>	<p>Seconded:</p>	<p>Xavier</p>
<p>Language:</p>	<p>English</p>		
<p>Whereas:</p>	<p>WHEREAS the current language in Section 7.2.3 of the Constitution stipulates how amendments are ratified;</p> <p>WHEREAS consultation with the Branch Counsellor prior to proposing amendments at a general meeting can significantly reduce the likelihood of vetoes and prevent the need to revisit motions due to minor, easily addressable concerns, thereby enhancing the efficiency of governance processes;</p> <p>WHEREAS the inclusion of the portion regarding who attends AGM is commentary not policy</p>		
<p>BIRT:</p>	<p>BE IT RESOLVED THAT Section 7.2.3 be amended as follows:</p>		



	7.2.3 <u>After review by the Branch Counsellor, these amendments are ratified by the <u>General Membership</u> at the next <u>meeting</u>.</u>
Result:	Motion passes unanimously
Discussion:	<p>Manaal: Does this mean we need another AGM. to approve these changes</p> <p>Jad: I will just move these at the next general meeting</p>

7. Varia

Jad: do dry lab training and get office keys before semester starts

Manaal: Let's link the dry lab training.

8. Adjournment

Title:	Adjourn the Meeting		
Mover:	Manaal Mujeebuddin	Seconded:	Shaheen
Language:	English		
BIRT:	The meeting is adjourned at 6:19 pm		
Result:	Motion passes unanimously		
Discussion:			

9. Closing Remarks