



IEEE uOttawa Student Branch Annual General Meeting Part 2 2023

Location: SITE 4026 (University of Ottawa, 800 King Edward Ave)

Link: [Zoom](#)

Expected Date of Meeting: August 16, 2023

Expected Start Time: 7:00pm

Meeting Number: AGM

Proposed Agenda

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1. Call to Order

The meeting was called to order at 7:06PM.

2. Land Acknowledgement - Reconnaissance des Terres

We pay respect to the Algonquin people, who are the traditional guardians of this land. We acknowledge their longstanding relationship with this territory, which remains unceded.

We pay respect to all Indigenous people in this region, from all nations across Canada, who call Ottawa home.

We acknowledge the traditional knowledge keepers, both young and old. And we honour their courageous leaders: past, present, and future.

- For those who are not in Ottawa: <https://native-land.ca>

3. Roll Call

Present - Présent.e.s

- Executives:
 - Saheen
 - Juan
 - Disala
 - Madison
 - Stefan
 - Sacha
 - John
 - Manaal
 - Daniel
 - Alae



- Ali
- Fredrick
- Jad
- Guests:
- Excused:
 - Steven

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 $\frac{2}{3}$ 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:	Juan	Second:	Stefan
Language:	English		
BIRT	The agenda be adopted as presented.		
Result:	Motion passes		
Discussion:	None		

Title:	Approval of Previous Meeting Minutes		
Mover:	Juan	Second:	Alae
Language:	English		
BIRT:	The minutes of the previous meeting be approved, as presented.		
Result:	Motion passes		
Discussion:	None		



6. Constitution Review

Title:	Changing requirements		
Mover:	Daniel	Seconders:	Disala
Language:	English		
Whereas:	WHEREAS the current title of section 7.2 of the IEEE uOttawa Student Branch constitution does not accurately reflect the contents of the section;		
BIRT:	THEREFORE, BE IT RESOLVED that section 7.2 of the IEEE uOttawa Student Branch constitution be renamed from "Requirements" to "Constitution."		
Result:	Motion unanimously passes		
Discussion:	None		

Title:	Requirements for Chairperson and Vicechairperson		
Mover:	Daniel	Seconders:	Disala
Language:	English		
Whereas:	WHEREAS the current wording of section 6.5.4 of the IEEE uOttawa Student Branch Constitution may cause confusion regarding the length of experience required for candidates running for the positions of Chairperson and Vice-Chairperson;		
BIRT:	THEREFORE, BE IT RESOLVED that section 6.5.4. of the IEEE uOttawa Student Branch constitution be amended to read: "Candidates running for the positions of Chairperson and Vice-Chairperson must have at least one (1) Term of office experience as a member of the Executive Committee."		



Result:	Motion passes
Discussion:	<p>Juan: 1. Is it friendly to rename from “one term of experience as a member” to “one term of executive experience as a member”</p> <p>Daniel: Yes</p> <p>Alae: 1. Is the meaning behind a term a full term? If a member resigns mid term, can they still run for the chair/vice-chair ?</p> <p>Daniel: 2. The term is defined in the constitution. Starts on May 1st and ends on April 30 of the next year.</p>

Title:	Meeting Attendance		
Mover:	Daniel	Seconders:	Disala
Language:	English		
Whereas:	<p>WHEREAS section 6.1.4 of the IEEE uOttawa Student Branch constitution only specifies that each member of the Executive Committee is required to attend a predefined number of meetings per semester;</p> <p>WHEREAS this lack of specificity can cause confusion and uncertainty regarding the attendance requirements for Executive Committee members;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 6.1.4 of the IEEE uOttawa Student Branch constitution be amended to read as follows:</p> <p>"Each member of the Executive Committee is expected to attend at least 75% of the meetings per semester"</p>		
Result:	Motion passes		



Discussion:	<p>Juan: 1. The term “required” implies sanctions. However, there does not seem to be any exceptions for excused absences. Could the motion be modified to match the sentiment originally described</p> <p>Daniel: 2. The term can be changed to “is expected to” and the consecutive section can be removed</p>
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Role Changes

Title:	Removal of Commissioner of Translations		
Mover:	Daniel	Second:	-
Language:	English		
Whereas:	<p>WHEREAS The Vice-President of Communications is already mandated to be bilingual and is responsible for the majority of translation work required by the IEEE uOttawa Student Branch;</p> <p>WHEREAS The Commissioner of Translations position lacks significant work, rendering the position useless and obsolete;</p> <p>WHEREAS Some translations need to be done promptly as posts are going out, which results in delays when the VP Communications waits for the Commissioner of Translations to complete the translations;</p>		
BIRT:	THEREFORE, BE IT RESOLVED that section 4.22, Commissioner of Translations, be removed from the IEEE uOttawa Student Branch's constitution.		
Result:	Motion fails		
Discussion:	Alae: 1. I think this is a bad idea. Having a translation comm is helpful with the workload with multiple workloads. Also translations have extended beyond posts with documents as well as the website which makes it an essential role.		

Title:	Modifications to VP Internal		
Mover:	Daniel	Second:	Disala
Language:	English		



Whereas:	<p>WHEREAS hackathons are of growing importance in the IEEE community at uOttawa;</p> <p>WHEREAS the IEEE uOttawa Student Branch does not represent Computer Science students and that EECS is the correct term to encompass students represented by IEEE uOttawa;</p>
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.6.2 of the IEEE uOttawa Student Branch's constitution be amended to read:</p> <p>"4.6.2 They shall work to create communication between the Branch and Competition groups related to EECS (including but not limited to JMTS teams, hackathons, educational clubs, and programming competitions)."</p>
Result:	Motion passes
Discussion:	<p>Juan: 1. Do programming competitions not already include hackathons? Simply for clarification</p> <p>Daniel: 2. Yes.</p>

Title:	Modifications to VP Internal		
Mover:	Daniel	Seconder:	Manaal
Language:	English		
Whereas:	<p>WHEREAS an annual review of the Branch Constitution is important to ensure its relevance and effectiveness;</p> <p>WHEREAS a committee is better suited than one person to conduct such a review;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.6.4 of the IEEE uOttawa Student Branch's constitution be amended to read:</p> <p>"They shall form a Constitution Reform Committee to conduct an annual review of the Branch Constitution."</p>		



Result:	Motion passes
Discussion:	None

Title:	Modifications to McNaughton Centre Director		
Mover:	Daniel	Seconder:	Alae
Language:	English		
Whereas:	<p>WHEREAS the McNaughton Centre is an important resource for the IEEE uOttawa Student Branch;</p> <p>WHEREAS It is important to have clear office rules to ensure the proper functioning of the McNaughton Centre;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.4 of the IEEE uOttawa Student Branch's constitution be amended to add the following clause:</p> <p>"They shall be responsible for maintaining and enforcing a written document containing office rules as part of the By-laws."</p>		
Result:	Motion passes		



Discussion:	<p>Alae: 1. I think the only issue is that the motion assumes that the bylaws will pass.</p> <p>Daniel: 2. It does not assume that.</p> <p>Alae: 2. If we can adhere to the current policy, then that would be best</p> <p>Juan: 2. This would still be in the powers of the new bylaw policy.</p> <p>Daniel: 2. The processes are both consistent with each other.</p> <p>Alae: 2. I would suggest a motion to move the other related motion "Enactment process for by-laws" for the sake of organization.</p> <p>Motion passes and Disala seconds</p>
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Title:	Modifications to Treasurer		
Mover:	Daniel	Seconded:	Saheen
Language:	English		
Whereas:	<p>WHEREAS financial transparency is important for the IEEE uOttawa Student Branch;</p> <p>WHEREAS keeping financial records up-to-date and publicly available is necessary to ensure financial transparency;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.3 of the IEEE uOttawa Student Branch's constitution be amended to add the following clause:</p> <p>"They shall be responsible for keeping the budget and financial records up-to-date and publicly available, within reason."</p>		
Result:	Motion passes		



Discussion:	<p>Alae: Financial records rather than budget describes the records we want to keep track of.</p> <p>Daniel: 2. I believe it might cause issues since privacy in certain records could be exposed.</p> <p>Juan: 2. The addition of “within reason” could resolve the issue.</p> <p>Daniel: 2. The addition is friendly.</p>
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Title:	Modifications to Treasurer		
Mover:	Daniel	Secunder:	Disala
Language:	English		
Whereas:	<p>WHEREAS the IEEE uOttawa Student Branch Constitution does not currently include a specific timeline for reimbursements;</p> <p>WHEREAS it is important to ensure timely reimbursement of expenses incurred by members of the Executive Committee and other members of the Branch;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that a new clause be added to the end of section 4.3 of the IEEE uOttawa Student Branch Constitution as follows:</p> <p>“They shall provide reimbursements for approved expenses within one week of receipt of the appropriate documentation and signing officer approval, within reason.”</p>		
Result:	Motion passes		



Discussion:	<p>Juan: 1. I agree with the general sentiment, however I believe there should be the addition of signing officer approval to adhere with the sign off procedures we have.</p> <p>Daniel: 2. Addition is friendly</p>
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Title:	Addition of VP Philanthropy		
Mover:	Daniel	Secunder:	Disala
Language:	English		
Whereas:	<p>WHEREAS Philanthropy is an important value for the IEEE uOttawa Student Branch;</p> <p>WHEREAS The IEEE uOttawa Student Branch would benefit from a dedicated Vice President of Philanthropy;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that a new clause be added to section 4 of the IEEE uOttawa Student Branch's constitution as follows:</p> <p>4.12 Vice President of Philanthropy</p> <p>4.12.1 The VP Philanthropy shall be responsible for promoting and organizing philanthropic efforts within the Branch.</p> <p>4.12.3 Organize at least one philanthropic event per semester and maintain a record of community partnerships and volunteer opportunities.</p> <p>4.12.4 Collaborate with other Executive Committee members to promote philanthropic events and encourage IEEE members to participate in community service activities.</p> <p>4.12.5 Oversee the collection and management of charitable donations made to the Branch, and ensure that all charitable efforts are in line with the IEEE Code of Ethics.</p> <p>BE IT FURTHER RESOLVED that all subsequent clauses in section 4 be renumbered accordingly;</p> <p>BE IT FURTHER RESOLVED that a by-election shall be called for the position of Vice President of Philanthropy, and that the results of this by-election shall be subject to ratification by the Executive Committee at the next regularly scheduled Branch meeting.</p>		



Result:	6 in favor 1 against 5 abstain Motion passes
Discussion:	<p>Alae: 1. I believe the position would be a net positive, however the team is quite big. I believe these responsibilities could fall under VP equity. It would be reasonable for one person to take on.</p> <p>Daniel: 2. The change is friendly</p> <p>Alae: 2. Since the current VP equity is not present, I would like to retract my current amendment.</p>

Title:	Modifications to Chairperson		
Mover:	Daniel	Seconded:	Disala
Language:	English		
Whereas:	<p>WHEREAS The current description of the Chairperson's mandate in section 4.1.7 of the IEEE uOttawa Student Branch's constitution refers to the "Branch Supervisor";</p> <p>WHEREAS The correct title for this position is the "Branch Counselor", as referenced elsewhere in the constitution;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.1.7 of the IEEE uOttawa Student Branch's constitution be amended to replace "Branch Supervisor" with "Branch Counselor".</p> <p>BE IT FURTHER RESOLVED that all instances of "counselor" be changed to "counsellor"</p>		
Result:	Motion passes		



Discussion:	<p>Alae: 1. I agree with the motion, however I think we should have the Canadian spelling of counselor</p> <p>Daniel: 2. I believe that the constitution should also be updated accordingly in the other instances with the addition of another motion as follows: "BE IT FURTHER RESOLVED that all instances of "counselor" be changed to "counsellor""</p>
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Title:	Modifications to Chairperson		
Mover:	Daniel	Second:	Alae
Language:	English		
Whereas:	<p>WHEREAS The current language in section 4.1.10 of the IEEE uOttawa Student Branch's constitution refers to local University IEEE Student Branches specifically;</p> <p>WHEREAS There are local IEEE Student Branches that are not affiliated with a university, but a college instead;</p> <p>WHEREAS It is important for the Chairperson to communicate with all local IEEE Student Branches;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section 4.1.10 of the IEEE uOttawa Student Branch's constitution be amended to read as follows:</p> <p>"They shall communicate frequently with other local IEEE Student Branches."</p>		
Result:	Motion passes		
Discussion:	None		

Title:	Modifications to Chairperson		
Mover:	Daniel	Second:	



Language:	English		
Whereas:	<p>WHEREAS the IEEE uOttawa Student Branch is a sub-association of the Engineering Students' Society;</p> <p>WHEREAS pursuant to article 4.3.4 of the Engineering Students' Society (ESS) Policy and Procedure Manual, each sub-association shall elect an ESS director;</p> <p>WHERE it is important for the Chairperson of the IEEE uOttawa Student Branch to represent the Branch at the ESS Board of Directors;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that section "4.1 Chairperson" of the IEEE uOttawa Student Branch's constitution be amended to include the following clause:</p> <p>"Represent the Branch as a Sub-Association at the Engineering Students' Society Board of Directors;"</p>		
Result:	Motion withdrawn		
Discussion:	<p>Alae: 1. I think we should have a ability to have a proxy for the chair</p> <p>Daniel: 2. That would be the vice-chair</p> <p>Alae: 2. In the past it has not been limited to the vice chair</p> <p>Daniel: 2. I would put this under the executive committee</p> <p>Alae: 2. I think we can leave it under the chair and the ability to appoint a proxy</p> <p>Daniel: 2. I believe this is up to ESS policy.</p> <p>Juan: 2. Given that we are already under ESS, I think this modification is unnecessary or a potential loophole</p> <p>Daniel: 2. I will withdraw the motion</p>		

Title:	Modifications to Vice-Chairperson		
Mover:	Daniel	Second	Disala



Language:	English
Whereas:	<p>WHEREAS the current description of the mandate of the Vice-Chairperson does not include organizing executive bonding activities;</p> <p>WHEREAS the Vice-Chairperson historically took on the responsibility of organizing executive bonding activities;</p> <p>WHEREAS it is important for the executive members of the Branch to work well together and have a strong team dynamic;</p>
BIRT:	<p>THEREFORE, BE IT RESOLVED that section "4.2 Vice-Chairperson" of the IEEE uOttawa Student Branch's constitution be amended to include the following clause:</p> <p>"Organize executive bonding activities, in conjunction with the VP Social."</p>
Result:	Motion passes
Discussion:	None

Title:	Facilitate the creation of new committees		
Mover:	Daniel	Secunder	Disala
Language:	English		
Whereas:	<p>WHEREAS the IEEE uOttawa Student Branch constitution does not currently provide for the appointment of Committees by the Executive Committee;</p> <p>WHEREAS Committees can assist the Executive Committee with their respective duties;</p> <p>WHEREAS there is already a similar mechanism in the description of the mandate of the Vice-President of Communications under section 4.12.3 of the IEEE uOttawa Student Branch constitution that can be adopted to apply generically to the entire Executive Committee;</p>		



BIRT:	<p>THEREFORE, BE IT RESOLVED that section "3.2 Executive Committee" be amended of the IEEE uOttawa Student Branch constitution by adding the following clause:</p> <p>The Executive Committee is empowered to appoint Committees in charge of assisting them with their respective duties.</p> <ul style="list-style-type: none">a. Appointed members of the Committee shall be students registered in the Faculty of Engineering or Faculty of Science at the University of Ottawa.b. They shall be responsible for managing said committee members. <p>BE IT FURTHER RESOLVED that section 4.12.3 be removed from the description of the mandate of the Vice-President of Communications. BE IT FURTHER RESOLVED that section 4.1.2 be amended to state that "They shall assume all other executive duties not otherwise delegated."</p>
Result:	Motion passes



Discussion:	<p>Alae: 1. For context this is something we inherit from the broader IEEE system. They typically appoint their own committee, however it is good to have a mechanism in the constitution. It is also a good way to be involved in student operations without being an executive.</p> <p>Juan: C. Does this conflict with 4.1.2 in the current constitution since it does not require the oversight of the Chair</p> <p>Alae: 2. I think it would not be compatible without revision.</p> <p>Daniel: 2. I do believe it conflicts, however I believe it would be a friendly amendment to remove it from the chair's responsibilities.</p> <p>Alae: 2. I believe they should appoint all committees and not approve them, so it would still not be compatible.</p> <p>Juan: 2. I would like to ask if the intent is to make it easier to make committees or the ability to create committees. The current ruling does allow for the exec team to step in and moderate the committees.</p> <p>Alae: The idea is to simply streamline the process</p> <p>Juan: 2. In that case, I would like to amend 4.1.2 to not have committees and not explicitly state marketing committees.</p>
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Title:	Enactment process for by-laws		
Mover:	Daniel	Seconded	Alae
Language:	English		
Whereas:	<p>WHEREAS the existing wording of Section 7.1 is vague and lacks clarity on the mechanism for enacting by-laws,</p> <p>WHEREAS a clear mechanism is needed for the effective operation of the IEEE uOttawa Student Branch, 4.12.3 of the IEEE uOttawa Student Branch constitution that can be adopted to apply generically to the entire Executive Committee;</p>		



BIRT:	<p>THEREFORE, BE IT RESOLVED that Section 7.1 of the IEEE uOttawa Student Branch Constitution be amended as follows:</p> <p>7.1 The Branch is empowered to adopt Bylaws consisting of rules and regulations intended to expand on the established policy under this Constitution:</p> <p>7.1.1 Executive Committee members may set forth By-Laws during executive meetings only;</p> <p>7.1.2 By-Laws shall not override, contradict, or cancel already-established policy under this written Constitution;</p> <p>7.1.3 All Branch Officers and at least one Student Advisor shall evaluate the constitutionality of the suggested By-Law;</p> <p>7.1.3.1 The By-Law shall fail if a majority of that group deems it unconstitutional;</p> <p>7.1.4 By-Laws shall be ratified by Special Resolution;</p>
Result:	Motion passes
Discussion:	Alae. 1. For 7.1.4, the council should essentially approve the by-law before the executive team reviews it.

Title:	Rules of Order		
Mover:	Daniel	Second:	
Language:	English		
Whereas:	<p>WHEREAS Robert's Rules of Order are internationally recognized and used to conduct meetings democratically in accordance with parliamentary procedure;</p> <p>WHEREAS the international IEEE governing body uses Robert's Rules of Order to conduct business in Board of Directors and committees;</p> <p>WHEREAS the adoption of Robert's Rules of Order will ensure consistency and fairness in the conduct of meetings within the IEEE uOttawa student branch;</p>		



	<p>WHEREAS the adoption of Robert's Rules of Order will facilitate the smooth operation of meetings by providing a set of rules and procedures that govern the conduct of meetings;</p> <p>WHEREAS the adoption of Robert's Rules of Order will promote efficient and effective decision-making by providing a clear and organized process for discussing and voting on issues;</p> <p>WHEREAS the adoption of Robert's Rules of Order will provide fallback instructions to resolve special situations which aren't described in the IEEE uOttawa student branch's constitution;</p>
BIRT:	<p>THEREFORE, BE IT RESOLVED that section "6.1 Meetings" of the IEEE uOttawa student branch's constitution be amended to include the following clause:</p> <p>"Meetings shall be conducted in accordance with the latest version of <i>Robert's Rules of Order Newly Revised</i> in all cases where they are consistent with this Constitution unless as otherwise specified by a unanimous vote."</p> <p>BE IT FURTHER RESOLVED that this amendment shall take effect immediately upon adoption by the IEEE uOttawa student branch.</p>
Result:	Motion fails
Discussion:	<p>Alae: 2. We should not have an extension to Robert's rules, rather create our own version inspired by Robert's rules</p> <p>Juan: 2. The IEEE branch does not use a codified version of robert's rules. I believe that codifying the rules could complicate future meetings.</p> <p>Should be addressed at a later meeting that this has been covered and should be implemented as a by-law.</p>

Title:	CAS club requirements		
Mover:	Daniel	Secunder:	
Language:	English		



<p>Whereas:</p>	<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 Clubs and Student Groups Handbook;</p> <p>WHEREAS section 3.12.2 of the Clubs and Student Groups Handbook states that "A club with more than 25 active members must have at least one Bilingual signing officer proficient in both languages" AND the University of Ottawa is an English-French bilingual institution;</p> <p>WHEREAS section 4.1 of the Clubs and Student Groups Handbook states that clubs must include an Agency clause in their constitutions;</p> <p>WHEREAS section 4.4 of the Clubs and Student Groups Handbook states that a club's constitution "must outline the minimum of one general meeting per semester but can include more."</p> <p>WHEREAS section 4.8 of the Clubs and Student Groups Handbook states that a club's constitution "must outline an executive removal process" that is "fair and transparent" and that can be enacted by general members or other executives.</p>
<p>BIRT:</p>	<p>THEREFORE, BE IT RESOLVED that the Vice-President of Communications is appointed as a signing officer.</p> <p>BE IT FURTHER RESOLVED that an Agency clause be added to the constitution.</p> <p>BE IT FURTHER RESOLVED that the Executive Removal Process below is adopted.</p> <p>BE IT FURTHER RESOLVED that at least one general meeting shall take place in both fall and winter semesters.</p> <p>.</p>
<p>Result:</p>	
<p>Discussion:</p>	<p>IEEE currently operates as a club-association hybrid. We have two options:</p> <ul style="list-style-type: none"> • Remain recognized as a club on campus and continue operating as a club-association hybrid, following these requirements • Continue as a sub-association without necessarily following these requirements



Executive Removal Process

3.2.2, 6.1.6, 3.4.2 should be amended to refer to the executive removal process

“6.8 Accountability and Probation” needs to be reworked

This is a modified version of the template from UOSU to use as inspiration:

1. A member of the executive may only be removed from their role if one of the following conditions are met: abuse of executive power, mismanagement of funds, incident of harassment, failure to fulfill executive duties, or an indictable criminal offense.
2. The impeachment of an executive member requires five (5) members to indicate that they wish to commence impeachment proceedings.
3. A meeting shall then be called within seven (7) days of the notification of intent to impeach.
 - 3.1. A neutral non-voting chair of this meeting must be appointed from the membership, in the case that one cannot be found, a non-club member may be invited to chair the meeting.
 - 3.2. The members who wish to impeach shall be allotted 30 minutes to present the evidence leading to the impeachment.
 - 3.3. The executive member being impeached shall be allotted 40 minutes to present evidence of why they should remain in their role.
 - 3.4. The members from both sides shall be invited to the meeting and may speak in person, be represented at the meeting by a person of their choosing, or submit a written statement.



	<p>3.5. After both sides have presented their evidence, the chair of the meeting shall call for a vote, requiring a majority vote from the executives for a successful impeachment.</p> <p>4. In the event of a successful impeachment an email must be sent to the UOSU executive responsible for clubs explaining the process and the reasoning behind the impeachment.</p> <p>5. After the impeachment process ends, suggestions must be made by the executive on how to improve the process and prevent the incident leading to impeachment from occurring again.</p> <p>Juan: 1. This motion should be postponed as the meeting has reached the time of adjournment.</p>
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Title:	Official languages		
Mover:	Daniel	Seconded:	
Language:	English		
Whereas:	<p>WHEREAS the University of Ottawa is an English-French bilingual institution;</p> <p>WHEREAS the IEEE uOttawa Student Branch recognizes the importance of promoting bilingualism and the inclusion of all members;</p>		
BIRT:	<p>THEREFORE, BE IT RESOLVED that a new section be added to the IEEE uOttawa Student Branch's constitution at the end of "Section 1 - General" as follows:</p> <p>1.4 Official Languages</p> <p>1.4.1 The official languages of the IEEE uOttawa Student Branch shall be English and French.</p> <p>1.4.2 All official documents produced by the Branch shall be available in both official languages, these documents shall include this written Constitution, the IEEE By-Laws; and the Website.</p> <p>1.4.3 All advertisements and promotions made by, or in conjunction with, the Branch shall be in both official languages.</p>		



	BE IT FURTHER RESOLVED that all members of the IEEE uOttawa Student Branch shall make every effort to promote bilingualism and the inclusion of all members in all aspects of the Branch's activities.
Result:	
Discussion:	

Title:	Add preamble		
Mover:	Daniel	Seconded:	
Language:	English		
Whereas:	WHEREAS a preamble sets out the objectives and guiding principles of a constitution, providing a clear understanding of the purpose and goals of the organization;		
BIRT:	<p>BE IT RESOLVED that the IEEE uOttawa Student Branch Constitution be amended to include the following preamble:</p> <p>“We, the members of the Institute of Electrical and Electronics Engineers at the University of Ottawa, in order to promote the development and exchange of technical knowledge and expertise, to advance innovation and research in the fields of electrical and electronics engineering, and to enhance the professional and personal growth of our members, do hereby establish this Constitution for the IEEE uOttawa Student Branch. We pledge to uphold the principles of integrity, honesty, and respect in all our activities, and to foster a collaborative and inclusive community that embraces diversity and welcomes all who share our passion for technology.”</p>		
Result:			
Discussion:			

Title:	Amendments to membership specifics
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Mover:	Daniel	Seconded:	
Language:	English		
Whereas:	<p>WHEREAS the current version of "Section 2 - Membership" does not clearly outline the difference between the two types of membership statuses in the IEEE uOttawa Student Branch;</p> <p>WHEREAS it is important to provide clarity on the rights and benefits associated with each membership status;</p>		
BIRT:	<p>BE IT RESOLVED that "Section 2 - Membership" of the IEEE uOttawa Student Branch Constitution be replaced with the following:</p> <ol style="list-style-type: none"> 1. Membership shall consist of two types of statuses: <ol style="list-style-type: none"> 1.1. The General Member status shall be open to all students enrolled in an undergraduate or graduate program at the University of Ottawa; <ol style="list-style-type: none"> 1.1.1. The general membership shall have the right to participate in the activities of the Student Branch, including technical and professional development activities, seminars, workshops, social events, and other initiatives organized by the Branch; 1.1.2. The general membership shall have the right to access the McNaughton Resource Centre during office hours; and 1.1.3. The general membership shall have the right to vote in General Elections. 1.2. The IEEE Member status shall be open to all students with a purchased IEEE membership who hold the status of Student Member or Graduate Student Member; <ol style="list-style-type: none"> 1.2.1. The IEEE membership shall be provided with special perks and benefits relating to Branch activities and available amenities at the McNaughton Resource Centre, subject to the regulations specified in the By-Laws. 		
Result:			
Discussion:			



Title:	Revamp disambiguation		
Mover:	Daniel	Seconded:	
Language:	English		
Whereas:	<p>WHEREAS it is important to clearly define the terms used in the Constitution to avoid confusion and ensure consistency in interpretation;</p> <p>WHEREAS the current disambiguation section of the Constitution is outdated and incomplete, lacking key definitions necessary to ensure a clear understanding of the IEEE uOttawa Student Branch constitution. It is necessary to update and expand the definitions in order to ensure effective communication and consistency within the organization;</p>		
BIRT:	<p>BE IT RESOLVED that section 1.1 of the Constitution be updated to read as follows:</p> <p>The below terms used in this Constitution shall have the following definitions:</p> <ul style="list-style-type: none"> 1. "Student Branch" or "Branch" shall refer to the Institute of Electrical and Electronics Engineers Student Branch at the University of Ottawa; 2. The "Ottawa Section" or "Section" shall refer to the regional division of the Institute of Electrical and Electronics Engineers in the City of Ottawa; 3. The "University" shall refer to the University of Ottawa; 4. The "Faculty" shall refer to the Faculty of Engineering at the University of Ottawa; 5. "Branch Officers" or "Officers" shall refer to the leadership positions of the Branch, these include: The Chairperson, the Vice-Chairperson, the Treasurer, and the Secretary; 6. "EECS", "EECS Department" or "Department" shall refer to the Electrical Engineering and Computer Science department of the Faculty of Engineering at the University of Ottawa; 7. "Engineering Students' Society" or "ESS" shall refer to the Recognized Student Government organization at the Faculty of Engineering; 		



	<p>1. A “Technical Chapter” or “Sub-Chapter” or “Chapter” shall refer to a technical subunit of the Branch as established by the international IEEE parent organization to represent students with related interests. The “Photonics Chapter” is the only Chapter currently at IEEE uOttawa;</p> <p>2. “Affinity Group” shall refer to a non-technical subunit of the Branch as established by the international IEEE parent organization. “Women in Engineering” or “WIE” is the only Affinity Group currently at IEEE uOttawa;</p> <p>3. “Signing Officer” or “Signing Authority” shall refer to a person authorized to perform financial transactions on behalf of the Branch, these include all Branch Officers in addition to the McNaughton Centre Director;</p> <p>4. “Executive Committee” or “Executives” or “Execs” shall refer to the Officers, all Vice-Presidents, McNaughton Centre Director, Webmaster, Affinity Group Chairpeople, Affinity Group Vice-Chairpeople, Sub-Chapter Chairpeople, and Sub-Chapter Vice-Chairpeople;</p> <p>5. “Student Advisors” or “Advisors” shall refer to former Officers appointed by the Chairperson/Vice-Chairperson to help with maintaining institutional knowledge;</p> <p>6. “Branch Counselor” or “Counselor” shall refer to a member of the Faculty, active in the IEEE, who serves as a non-student advisor to the Branch;</p> <p>7. “Non-Executive” or “Non-Exec” shall refer to non-voting appointed members of the Branch that are not considered part of the Executive Committee. These positions shall be established under the IEEE uOttawa Policy and Procedure Manual and consist of Managers, Commissioners, Coordinators, and Representatives;</p> <p>8. “Membership” or “Member” shall refer to a University of Ottawa student with a purchased IEEE membership and is in good standing with the IEEE;</p> <p>9. “McNaughton Resource Centre” or “McNaughton Centre” or “Office” shall refer to the physical space where the IEEE uOttawa Student Branch is headquartered on the University campus;</p> <p>10. “IEEE Website” or “Branch Website” or “Website” shall refer to the Student Branch’s official website where all information</p>
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	<p>about the Branch is publicly available. The current domain of the Website is ieeuottawa.ca;</p> <p>"Constitution" shall refer to this document;</p> <p>"By-Law" shall refer to the written document(s) containing auxiliary policies consistent with this Constitution as defined by a Resolution of the Executive Committee;</p> <p>"Resolution" shall refer to a motion set forth by the Executive Committee that requires a simple majority to be enacted;</p> <p>"Special Resolution" shall refer to a motion set forth by the Executive Committee that requires a two-thirds ($\frac{2}{3}$) super majority to be enacted;</p> <p>"Academic Year" or "Fiscal Year" or "Year" shall end on the last day of April;</p> <p>"Term of Office" or "Term" shall begin on May 1st and end on April 30th of the following Year;</p> <p>"Annual General Meeting" or "AGM" shall refer to the yearly public meeting conducted at the of the mandate for the Year; and</p> <p>All other words shall carry their dictionary definitions.</p> <p>BE IT FURTHER RESOLVED that section "1.1 Definitions" of the Constitution be renamed to section "1.1 Disambiguations";</p> <p>BE IT FURTHER RESOLVED that section "1.4 Fiscal Year End" be removed in favor of the definition found above;</p> <p>BE IT FURTHER RESOLVED that clause 3.2.3 be removed in favor of the definition found above;</p> <p>BE IT FURTHER RESOLVED that all instances of these words in the IEEE uOttawa Student Branch constitution be changed to title-case where appropriate.</p>
<p>Result:</p>	
<p>Discussion:</p>	



Title:	Approval of the Constitution Changes		
Mover:		Seconded:	
Language:	English		
Whereas:	A meeting occurred on April 28th, 2023 at 8:00pm with the Constitution Review committee to suggest changes for the 2023-2024 constitution.		
BIRT:	The constitution changes presented above be approved for the 2023-2024 year.		
Result:			
Discussion:			

Changes to AGM meeting minutes:

7. Varia

Varia...

8. Adjournment

Title:	Adjourn the meeting at 9:06PM		
Mover:	Juan	Seconded:	Disala
Language:	English		
BIRT:	The meeting be adjourned at 9:06PM.		
Result:	Motion passes		
Discussion:	None		

9. Closing Remarks