

ATTENDANCE

ABSENT	PRESENT	POSITION	MEMBER
	X	Chair*	Aldo Scribante
	X	Vice Chair*	Dan Bedard
	X	Finance Director*	Alice Zhang
	X	Academic Director*	Arzen Magadia
	X	Social Director*	Dhrupal Patel
X		Public Relations Director*	Trey Vives
	X	McNaughton Director*	Stefan Heincke
X		Illumination Director*	Maisha Nasim
	X	Community Outreach Director*	Avery Harder
	X	Grad. Banquet Director*	Courtney Offet
X		Robotics Coordinator	Alex McNabb
X		Grad. Student Rep.	Lizzie Adams
X		Second Year Rep.	Jessi Lipoth
	X	Third Year Rep.	Jordan Richter
X		Fourth Year Rep.	Brydan Sigurdson

* Indicates Officer positions entitled to vote and compose the "Executive Committee".

Executive Meetings are only to be attended by Executive members, the Class Representative Committee and any non-Executive individual(s) invited by the Branch Chair for official purposes (Constitution Article 9, Section 2).

Quorum for any Executive meeting is two-thirds of the Executive. No motions can be passed without quorum. With quorum, all motions may be passed by simple majority vote (Constitution Article 9, Section 4).



OPENING

1. **Call meeting to order**
Motion: Dan
Second: Stefan
2. **Accept meeting minutes from last meeting**
Motion: Dan
Second: Stefan

EXECUTIVE ITEMS

Chair

- Met with Prof. Johanson.

Vice Chair

- Spectrum volunteers can sign up at spectrum.usask.ca.
- Information workshop. Wednesday December 5th 4pm in Room 1A88.

Financial Director

- Extend clothing sale deadline.
- Pizza Reimbursement for Stefan \$202.96
 - Motion: Courtney
 - Second: Dan
- Advanced Pizza Reimbursement for Stefan for this week.
 - Motion: Dan
 - Second: Courtney
- Advanced McNaughton Reimbursement for Stefan for this week.
 - Motion: Avery
 - Second: Alice

Academic Director

- Tutorial for EE265 next either Monday or Tuesday.
- EE221 tutorial – checking tutor availability.

Social Director

- Nothing to Report.



Public Relations Director

- Has 11 confirmed people for the Calgary Trip.
- 2 confirmed industry tours. Potentially 2 more.
- Booking an AirBnb.
- Trip payment deadline by December 15th – Let Trey know!

McNaughton Director

- McNaughton restocking.
- ADM returns. Include student NSID and Date.
- McNaughton clean up.

Illumination Director

- Not present.

Community Outreach Director

- Event will be held at Louis.
- Date TBD.

Graduation Banquet Director

- Not around for pizza sales. Execs will pick up the slack.

SPECIAL COMMITTEE ITEMS

Robotics Coordinator

- Not Present.

STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

- Not present.

Second Year Representative

- Not present



Third Year Representative

- Nothing to report.

Fourth Year Representative

- Nothing to report.

CLOSING

1. **Call meeting to close**
Motion: Aldo
Second: Stefan
2. **Next meeting scheduled for**
Monday, January 7th, 2018