

IEEE Winnipeg Section Meeting Minutes – February 17, 2015

University of Manitoba Engineering Information Technology Complex (EITC) – E2 - 361, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Puyan Mojabi (PM), Dario Schor (DS), Trevor Brown (TB), Chaitanya Narendra (CN), Nariman Firoozy (NF), Ken Ferens (KF), Ian Jeffrey (IJ), Nozhan Bayat (NB), John Emertiano (JE, PES) Asaad Elmoudi (AE), Steven Howell (SH), Mike Sefton (MS), Sam Kovnats (SK), Witold Kinsner (WK)

Regrets: Troy Denon, Nariman Sepehri

CALLED TO ORDER at 17:32

1. Approval of the agenda (IJ/NB) carried with the following three additions:
 - a. Vice-Chair report
 - b. President Elect update
 - c. Move the Robotics/Control/Instrumentation chapter update to the Chair's report
2. Approval of the Minutes of the December meeting (WK/SK) Carried
3. Chair Report
 - a. Robotics/Control/Instrumentation Chapter has been pre-approved by the IEEE Membership and Geographic activities and we are now waiting for approval from the IEEE Canada President, hopefully by next month
 - b. Troy Denton has agreed to be the webmaster for the section
 - c. Lakehead, Assiniboine, and Red River student branches have been contacted but no response was received
 - d. Chapter Chairs should contact their respective societies (international level) to ask for funding (usually about \$500), also note that the deadline is typically near the end of February or mid March
 - e. Chapter Chairs are also urged to invite Distinguished Lecturers
 - f. Dario Schor will organize a committee for the IEEE awards for the Capstone projects
 - g. Any Distinguished Lecturers should be announced to the entire section via IEEE eNotice
 - Chapter Chairs should use the eNotice system to announce *major* events to the entire Winnipeg Section, while smaller events should be sent only to the chapter
 - h. We would like to have one Section-wide seminar before the AGM
 - PM suggested that we have an evening meeting and a speaker related to the international year of light, but he is also open to suggestions
4. Vice-Chair Report
 - a. The reporting period deadline for receiving a 10% rebate for the Section is Feb. 20
 - Only EMBS has outstanding unreported events
5. Treasurer Report
 - a. SH is in contact with the region treasurer to prepare the necessary documents for the Feb. 20 deadline

- b. SH still needs to update the investment accounts, and get complete access and signing authority – this will be worked out with SK
 - c. SH suggests that we move to concentration banking, on recommendation from the region treasurer
 - WK agrees that we should move the operating accounts to concentration banking
 - SK states that the Section already agreed to move operating accounts to concentration banking, but not investment accounts as of yet
 - This change would affect the individual chapters as well, but they would still be able to deposit and withdrawal at will
 - The accounts are held in Canada so there will be no conversion penalty
6. Secretary Report
- a. TB Still needs to update the list of officers
 - Problems may be caused by some chapter officers that are not IEEE members or did not submit a conflict of interest form
7. Chapter and Affinity Group Reports
- a. Communications – Chair not in attendance
 - b. Computer and Computational Intelligence (WK)
 - A seminar is being prepared for April 2, 2015 where Google will be recruiting
 - c. EMBS – Chair not in attendance
 - WK informs that EMBS has been very active, suggests that EMBS could notify the IEEE Section of their weekly seminars
 - d. EduManCom (KF)
 - Recently held an Arduino seminar
 - Held three industry forums on CEAB attributes with one more planned for the summer
 - e. PES (JE)
 - Committed to providing 10 technical seminars this year
 - The first seminar in January was well received
 - The next seminar is on Feb. 24 about compact transmission
 - A discussion with CG was held about interest in a site tour, initially suggested for July or August
 - SH informs JE that the PES financial report is not required for the Winnipeg Section rebate
 - f. Waves (PM)
 - Chaitanya Narendra was recently appointed to the position of Vice-Chair
 - A Distinguished Lecturer is coming on Feb. 26 from MIT
 - PM applied for \$500 from each society that makes up the Waves chapter and suggests that other Chapter Chairs do the same
 - g. YPP – Chair not in attendance
 - WK notes that YPP should be changed to YP
 - WK suggests that YP should have more international activities compared to GOLD
 - h. Life Members – Chair not in attendance
 - i. WIE – Chair not in attendance
 - j. TISP (WK)

- TISP is preparing a workshop for April 10 which is focused on “teaching teachers” how to build small circuits and a small robot
 - Other events include a radio exam and collaboration with people in Halifax for disaster response using radio
- k. Newsletter – Editor not in attendance
- WK suggests that we could have co-editors and also communicate with the region newsletter team (if there is one)
8. Reports from student branch chairs
- a. University of Manitoba – Chair not in attendance
 - b. Lakehead University – Chair not in attendance
 - c. Assiniboine College – Chair not in attendance
 - d. Red River College (AE)
 - No update, will discuss the branch further with PM
9. New business
- a. GRSS Chapter Development (NF)
 - The GRSS is a very interdisciplinary society, and the society vice president is at the University of Manitoba
 - Currently have 10 members that support the petition: 7 graduate student members, 1 member, 1 senior member, and 1 life fellow
 - 12 members are needed to form the chapter
 - DS suggests forming a joint chapter between GRSS and AES as enough members are available to form the chapter immediately
 - PM notes that we need a minimum of three signatures from AES members
10. President Elect Update (WK)
- a. WK asks for support for the International Humanitarian Technology Conference
 - Humanitarian technologies are not just for developing countries but for Canada as well
 - We can support the call for papers and/or support the conference financially
 - WK will send TB the conference announcement for distribution through IEEE eNotice
 - b. Progress is being made on establishing a SIGHT affinity group as well as an Eta-Kappa-Nu group at the University of Manitoba
 - c. WK reiterates the main points from his presentation at the AGM regarding:
 - The “value” of the IEEE
 - A “Body of Knowledge” for practitioners

ADJOURNED (KF/SK) at 18:34