IEEE Winnipeg Section Meeting Minutes – December 15, 2015

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

Attendance: Puyan Mojabi (PM), Trevor Brown (TB), Dario Schor (DS), Steven Howell (SH), Witold Kinsner (WK), Eric Karr (EK), Kyle Boch (KB), Mike Sefton (MS)

Regrets: Nozhan Bayat, Dave Kemp

CALLED TO ORDER at 17:33

1. Approval of the agenda (WK/DS) Carried.

2. Approval of the minutes of the Nov. meeting (KB/DS) Carried.

3. Chair Report
   a. Update received from the Nomination Committee
      - We have candidates for Chair, Treasurer, and Secretary
      - Waiting on a response for a candidate for Vice-Chair
      - Appointed positions should not be included in the e-mail to the Section
      - We can advertise open positions for Chapter officers at the AGM
   b. David Barber tentatively agreed to be the keynote speaker at the AGM

4. Vice-Chair Report
   a. AGM details have been confirmed and booked
      - Viscount Gort Hotel on Jan. 26 from 6-9 PM
      - Dave Kemp will give a 5-10 min presentation
      - Lesley McFarlane (President of EGM) will bring greetings
      - Dr. Kinsner will also speak briefly
      - We need to collect data for the AGM presentation
        i. Awards
        ii. Highlights from 2015

5. Treasurer Report
   a. We will have access to concentration banking soon
      - SH will check if "high-performance" award money for PES went to these accounts as soon as he has access
   b. WK: It is not uncommon to have a "Treasurer-in-training" (or other positions) to ease the transition process

6. Secretary Report
   a. TB will send an e-mail to Chapter Chairs asking for updated officer lists for 2016
   b. Update from ICF: see attached report from Dave Kemp
   c. Update from Lakehead student branch (Jak Loree-Spacek)
      - Participated in the IEEE Xtreme Challenge
      - Participated in the PEO Lakehead Chapter Engineering and Technology conference
      - Sponsored a tutorial for first year engineers on Nov. 24 on basic circuit analysis techniques to help reduce the noticeable first-year dropout rate

d. We could set up a Skype meeting or "WebEx" (free) to assist in meeting participation with these remote groups
- We still need to reconnect with the Red River student group

7. President-Elect Update (WK)
   a. New issue of 'IEEE Canadian Review'
      - WK encourages IEEE members to write and submit articles
        i. E.g. A framework for delivering good workshops
        ii. PES could write an article on the success of their Chapter (up to 2 pages)
   b. IEEE Xtreme programming competition will be growing
      - Will be working with ACM
   c. WK encourages *new* volunteers to apply for IEEE positions (at both the Section and Canada level)
   d. We need to think about creating committees to improve the activity level of the Winnipeg Section with a vision of the future in mind
      - Communicate to membership the benefit of IEEE

8. IEEE Canada Foundation Report (Dave Kemp sent regrets)
   a. See attached report

9. Chapter and Affinity Group Reports
   a. Communications (Not in attendance)
   b. Computer and Computational Intelligence (WK)
      - Preparing IEEE Xtreme 10.0
   c. EMBS – (Not in attendance)
   d. EduManCom (Not in attendance)
      - Held an event on patents
      - Industrial forum held on Dec. 14
        i. Good attendance from industry personnel
   e. PES (MS)
      - New chair for 2016: Sameh Kodsi
        i. MS will help with the transition
   f. Waves (PM)
      - No activity since last meeting
      - At least 3 DLs coming for next year
   g. RobConIM (not in attendance)
      - New list of officers submitted by Dr. Sepehri
   h. GRSS-AES (DS)
      - Planning a presentation for late Jan. or early Feb. on the CubeSat program
      - May participate in a conference held in Winnipeg in November 2016 (CSS Annual Summit)
        i. Industry-focused conference
   i. YP (DS)
      - Advanced Arduino workshop held on Dec. 5 at the Winnipeg Public Library
        i. Asked to participate in another event in March 2016
   j. Life Members (Not in attendance)
      - WK and DS have not been able to contact Len Bateman
      - This chapter could help with assisting new EITs
      - DS will keep trying to get in contact

k. WIE (Not in attendance)
- There are volunteers that want to be involved with WIE
l. TISP (WK)
- Invited to run a 'Discovery Week' in May for aboriginal students
m. Newsletter (Not in attendance)
- Next issue will be sometime in early 2016

10. Reports from student branch chairs
a. University of Manitoba (EK)
- Submitted a McNaughton Learning Centre fund application
- Submitted and succeeded in an endowment fund application
- Submitted a report to IEEE Canada
- About 30 people attended the Arduino workshop
- May set up tours of the MLC for high school students in January
- WK: The organizational structure for student branches has changed
  i. Student branches now report directly to the Section
- EK will send list of officers to PM and TB
b. Lakehead University (See Secretary's report)
c. Assiniboine College (Not in attendance)
d. Red River College (Not in attendance)

11. New business
a. AGM discussion
- David Barber will confirm in January
  i. 10-20 minute presentation, 10 minutes of questions
b. Nominating committee
- Discussed during the Chair report

ADJOURNED (EK/MS) at 18:25

Report to IEEE Winnipeg Section
Dave Kemp, IEEE Canadian Foundation, VP - Grants
Dec 14, 2015

Nov 15 was the most recent deadline for the IEEE Canadian Foundation (ICF) to receive grant applications in the following areas: 1) Special, 2) McNaughton Learning Resource Centres and Vehicular Technologies Travel. Three Special Grant applications were received as well as eight applications for McNaughton Learning Resource Centres, one of the latter being from the University of Manitoba. The ICF Board meets Dec 16, 2015 and will consider these applications.

Centre establishment and upgrade information is available at
http://www.ieeecanadianfoundation.org/EN/cen_grnt.php

ICF home page: http://www.ieeecanadianfoundation.org/

ICF on Facebook: https://www.facebook.com/ieeecanadianfoundation/?fref=ts

The Student Branches are encouraged to verify that their information is current on the ICF web site:

Current info http://ieeecanadianfoundation.org/EN/branches.php

Update form http://www.ieeecanadianfoundation.org/EN/forms/sb_e_f1.php

The next deadline to receive applications for grants and scholarships is mar 15, 2016.

You Can Make a Difference - Donations to ICF by IEEE annual membership renewal
Your donation means so much to the success of projects, initiatives and awards reported here in the IEEE Canada Newsletter. During your upcoming IEEE annual membership renewal, please make use of the convenient option to donate to the *IEEE Canadian Foundation* to sustain and grow the range of IEEE activities supported across Canada. Direct donations are also welcome, online (http://ieeecanadianfoundation.org/EN/donateonline.php) or by mail (http://ieeecanadianfoundation.org/EN/don_mail.php).

I welcome your inquiries.

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