



Winnipeg Section Executive Committee

Regular Section Meeting Minutes

June 13, 2006, 6:00pm, TRILabs South Boardroom

Called to Order: 18:00

Attendees:

D. Nedohin-Macek, J. Nedohin-Macek, O. Preston, J. Kyup, S. Dueck, J. Jessop, D. Kemp, A. Gole, A. Parker, L. Ingram, Z. Mousavi, M. Roy, J. Chand, L. Bateman, S. Ingram, S. Filizadeh, N. Masood, J. Olivier, J. Humphreys

Regrets:

W. Kinsner, P. Klassen (U of M student branch chair), Hilmi Turanli, Hamid Tayebi, Ekram Hossain, Andrew Roncin, Zhong Zhang

Item	Responsibility
1. Approval of Agenda Motion: To approve agenda (O. Preston, S. Ingram) carried.	All
2. Approval of May 8, 2006 minutes (S. Filizadeh, L. Bateman) carried Motion: To approve minutes of May 8 th Adjust 2b to D. from J. Nedohin-Macek	All
3. Matters for Information	
a. Changes to banking procedures to conform with IEEE international requirements Changes Are complete.	Owen Preston
b. Members at Large Toronto Section defines member at large with specific criteria (See Toronto Section attachment). It was noted that the section could utilize its members at large to help with events on occasion NOTE: Add By-Laws to website – Assigned to J. Kyup.	Ani Gole
c. Donations sub-committee The committee didn't have a chance to meet this past few weeks, but is meeting tomorrow. Have created an outline of the process and will be going to fill it out tomorrow for next meeting. It was noted that this is for outgoing funding from the Winnipeg Section, not incoming to the Winnipeg Section. Different groups request funding from Manitoba Robot Games, local	O. Preston

<p>Highschools, etc. The Winnipeg Section historically gave to events that are related to Electrical and Computer Engineering. It was noted that the Winnipeg Section should be careful not to donate too much funds to these organizations at the expense of membership development and other programs. The committee is comprised of O. Preston, J. Nedohin-Macek, J. Kyup, and S. Dueck</p>	
<p>d. Manitoba Robot Games Held at Tec Voc High school for the first time in 11 years. It was successful so it will be held at Tec Voc again for year 12. Gave out promotional items to young attendees. Had many volunteers to help out with the event. Saturday drew about 400 attendees and Sunday drew 200 attendees. The Winnipeg Section should support the Manitoba Robot Games since it does align with our objectives quite well. Last year's donation gave \$200 to the MRG. The MRG is under the Science Council of Manitoba and is aimed at everyone interested in Robotics from Grade school to University level (awards are only for upto Highschool level). Various types of games and competition are done. This type of event involvement should go into the Newsletter.</p>	J. Jessop
<p>e. Audit Committee J. Chand has been contacted to audit the finances of the Winnipeg Section and will do so for the last three years in the near future.</p>	D. Nedohin-Macek
<p>f. Unmanned Aerial Vehicle Motion: \$150 donation from Winnipeg Section with the requirement of an IEEE presentation before 2007. (S. Dueck, A. Gole) carried This is for a military competition for an air craft to be built by students from scratch and compete at an annual event. Last year was the first year U of M took part and so far has been very financially independent. The team is off to competition next week and has done presentation to the Manitoba Robot Games (mentioned above). The team would like to use the money for a camera replacement for a damaged one from last year's competition. Life members will donate \$50 (L. Bateman) on top of the Winnipeg Section's \$150. GOLD will donate \$100 (J. Olivier) on top of the Winnipeg Section's \$150. GOLD and Life Members are to be applauded for their support.</p>	S. Dueck
<p>g. PES Dr. Anderson Talk. A seminar on the future of power systems will take place on the U of M Fort Garry campus given by Dr. Anderson. Friday the 16th of June 2006 at 10:00 AM (E320 EITC Building). The talk is free but parking will cost money. Professor Anderson is the only full professor of power systems in Switzerland, an HVDC expert, and well</p>	S. Filizadeh

noted in the field.	
<p>h. Other Notes: You can have a letter detailing your involvement mailed to your place of work from IEEE by visiting http://www.ieee.org/organizations/rab/scs/new_officer/employer.htm</p> <p>Membership Development supplies can be ordered from here: http://www.ieee.org/web/volunteers/membership_dev/mdsupplyform.html I would highly recommend the CD-ROM for use before events</p> <p>Student Branch Workshop attendees:</p> <ul style="list-style-type: none"> • Paul Klassen (U of M) student chair • Hamid Tayebi and student from Lakehead • Andrew Roncin and student from Red River College • Bryan Brazeau (Assiniboine) student chair <p>GOLD congress in the fall, are we sending anyone?</p> <p>Jadish Chand will be performing an audit of our books at the end of June.</p> <p>U of M group, "A Human Computer Interface based on Eye Tracking" was awarded second best project design at the 6th Annual Student Design contest hosted by the Rochester Institute of Technology. http://ieee.rit.edu/sdc6/teams.php#20.</p>	
<p>4. Reports</p> <p>a. Secretary</p> <p>L31 reports are up to date for the Winnipeg Section. Please carbon copy the L31 <i>chapter</i> reports to one@ieee.org.</p>	J. Nedohin-Macek/Z. Zheng
<p>b. Treasurer</p> <p>Motion: To accept treasurer's report as presented (O. Preston, S. Dueck) carried.</p> <p>US Rebate is in but has been reduced due to the strong Canadian Dollar against the US Dollar.</p> <p>GOLD and WIE qualified for bonuses.</p> <p>All chapters and groups must talk to the Treasurer to get the money. Students get funding directly from the IEEE and not through the Winnipeg Section so they do not get money from the Winnipeg Section.</p> <p>Do not allow chapter and group funds to remain un used in the account.</p> <p>The Winnipeg Section is considering rules to re-allocate funds that are not used for a long time.</p> <p>The U of M student group applied for \$1200 from the Winnipeg Section and should be able to pay the Winnipeg Section back now.</p> <p>The Winnipeg Section funds are in Money Market Funds in the</p>	Owen Preston

<p>United States and is looking at other vehicles to hold the funds. The US Dollar to Canadian Dollar exchange rate does significantly affect our finances for Region 7.</p> <p>Original Motion: That the Winnipeg Section match the prize money given to the RRC students (ie. Donate \$200 to first place and \$100 to second place so that the prize money for both the UofM students and the RRC students are \$300 for 1st, \$200 for 2nd and \$100 for 3rd) (O. Preston, S. Dueck) carried</p> <p>Ammended Motion: That the Winnipeg Section match the prize money given to the RRC students (ie. Allocate \$200 to first place and \$100 to second place) (O. Preston, S. Dueck) carried</p> <p>Lakehead University (Thunder Bay) has not asked for student group awards.</p> <p>This is not a donation, it's an allocation of funds year after year. If this is a donation, why make a donation when there is donation guidelines forth coming? No the Winnipeg Section is to donate this one year only.</p> <p>CHANGE the word "donation" to "allocation".</p> <p>The levels of the prizes were decided upon by the level of numbers of the thesis and projects at each institution and not based on the University being a level of higher education than the Colledge.</p> <p>The Glass family needs to be consulted and kept informed of this change.</p> <p>Add the stipulation that the policy be re-examined next year taking the donations committee recommendations into account.</p> <p>Remove "so that the prize money for both the UofM students and the RRC students are \$300 for 1st, \$200 for 2nd and \$100 for 3rd" from the motion.</p>	
<p>c. Chapter Chairs and Affinity Groups</p> <p>Member Development - The 3rd annual senior member drive has been launched for this year.</p> <p>WIE – 3 meetings are done and 2 meetings are planned. Had the MRG event, CTTAM/APEGM event, and have one event in November to be planned. Some summer events planned for WIE motivation and member development.</p> <p>VP – presented at Ted Galss and undergrad thesis awards at the U of M this year.</p> <p>RRC – No report</p> <p>GOLD – had two events. SOFC event, and APEGM/CTTAM event. Now focusing on event planning seminars for GOLD members. Have</p>	<p>All</p>

<p>many ideas for the future including the soldering event. Will have a job search event in September for students.</p> <p>EMBS Student group – In changeover from previous chair.</p> <p>PES – Had several meetings and are planning speakers including two speakers this month. We also have had sponsors for our meetings and one such organization was the Manitoba HVDC Research Station that gave money.</p> <p>MANCOM – set new record for technical meetings. Had two meetings so far including management and communications themed events and are planning new events. Will be doing a focus on education in the fall. Have a website now.</p> <p>EMBS – no activity in last 6 months, have three speakers upcoming for this fall and are planning some biomedical hands on workshops for high school students which will require some funds to purchase materials for devices to make the events portable to any lab. The workshops will be able to be run in any lab. The designs are done we just need money to build these portable workshop devices. Will need to get funds quite soon. Dr. Kinsner and Dr. Gole have funds available for such events.</p> <p>Ani Gole – the Winners at the CCECE were: Hilmi Turanli (Ted Glass award), and Witold Kinsner. The awards are noted in the Canadian IEEE newsletter.</p> <p>Life Members - Have money, will do events. Our meetings are held with Canadian Society of Engineering.</p> <p>U of M Student Branch – planning to move into new space in July 2006. We are moving the website from a Yahoo group and to our own web hosing service. Recently went through elections. Have some small projects on the go.</p>	
<p>d. Webmaster</p> <p>W. Kinsner: Transfer of activities re: web site is proceeding as planned.</p> <p>Waiting for the current webmaster to complete their work. Will post requests of this meeting to the website. Please let the webmaster know what you would like to see on the website.</p> <p>Send pictures and brief paragraph on events to put in webmaster.</p>	J. Kuyp
<p>e. Newsletter</p> <p>No responses on the last newsletter. No newsletter this month and the next newsletter is planned for the fall when students go back to school.</p>	J. Kuyp

<p>Good work Jason Kyup on the newsletter and website work. L31 events could go to the newsletter. The newsletter looks very professional. Send pictures and brief paragraph on events to put in newsletter.</p>	
<p>f. U of M Student Branch: P. Klassen: Our elections are over I am chair, Mark Roy is vice-chair, Dan Froese is our treasurer, and we have a number of appointed positions that have not officially been filled but have expected people to fill them in the fall. I am very interested in having our student group become more involved with IEEE outside of the UofM but will not have to opportunity to work a lot on this during the summer. Mark Roy has been elected vice-chair and would be an ideal person to contact to start building a relationship. His email is cypher@stellarcore.com.</p>	P. Klassen
<p>g. Student EMBS M. Potter: Michael Potter has retired as EMBS Student Chapter Chair, and in his place will be Nusraat Masood (ummasood@cc.umanitoba.ca).</p>	M. Potter
<p>h. Communications E. Hossain: We had a successful seminar (12 attendants) on May 12. The speaker was Long Bao Le (University of Manitoba). We will have another seminar in July - the potential speaker is Professor Mohsen Guizani (from Western Michigan University, USA).</p>	E. Hossain
<p>i. RRC Student Branch A. Roncin: Transfer from B. Dueck to A. Roncin nearly complete. Still working on next years executive, found 2 likely candidates. I would like planning to attend the branch chair training in the fall. I expect one of the new executives should go as well.</p>	A. Roncin
<p>5. Activities a. Section Event i. Fall Distinguished Lecturer (DL) Winnipeg Section is part of the Western Area who's role is to provide feedback to the IEEE Canada Region from the Area's Sections. One of the goals is to have a distinguished lecturer tour of the Area each year. The Area is looking to revive this tour and have some funds available this year that will expire soon. A report has been tabled to the Winnipeg Section Chair and can be reviewed by members. EMBS is being considered for the tour due to it's funding, membership base, and broad technical interests. Communications have been sent to request expressions of interest. The Section purchases local accommodations for the speaker at each location and IEEE purchases transportation costs. Most societies have a DL program. Would need a volunteer committee to make this event a success. The timeframe is to be determined by the committee but must occur by the year end. N. Masood, D. Nedohin-Macek, J. Jessop, Z. Mousavi expressed</p>	D. Kemp

<p>interest in various levels of volunteer work for the event. Motion: to support in principal to move on holding the Canada Area West 2007 DL tour. (A. Parker, O. Preston) carried.</p>	
<p>ii. “Evening of Excellence” Want to have Dennis Woodford to speak at an evening that promotes Winnipeg Section outstanding members. Motion: To have an Evening of Excellence (A. Gole, J. Jessop) carried. Dennis Woodford was the Charles Steinmetz speaker. Ani Gole volunteered to help with the event.</p>	D. Nedohin-Macek
<p>6. Other Business a. Request for funding. Motion: To provide funding from the Winnipeg Section to send Justin Olivier or another member to Toronto to attend the GOLD Congress September 14th 15th and 16th 2006 in the amount of \$200 plus ½ of the air fare as per the Region 7 air fare directives. (J. Olivier, S. Dueck) carried. Air fare may need to be pre approved by Region 7 treasurer due to recent high fare costs.</p>	All
<p>7. Next meeting Tuesday 29 August 2006 18:00 (6:00 PM) 135 Innovation Drive South Boardroom (University of Manitoba Fort Garry Campus)</p>	All
<p>8. Adjournment at 19:40 (S. Dueck, O. Preston) carried.</p>	All