IEEE Winnipeg Section Meeting Minutes – March 21, 2019

University of Manitoba Engineering and Information Technology Complex – E2-221, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Chai Narendra (CN), Ian Jeffrey, (IJ), Keeley Edwards (KE), Dean Weiten (DW), Dustin Isleifson (DI), Blake Podaima (BP), Radwa Abdalaal (RA)

Regrets: Trevor Brown (TB), Martin Rickey (MR), Witold Kinsner (WK)

CALLED TO ORDER at 17:30

1. Approval of the agenda (CN, BP)
   a. Discussion of chapter affinity group budgeting (IJ, KE)
   b. How to improve attendance at section meetings
   c. Funding Manitoba High Performance Computing (HPC) Conference

2. Approval of the minutes of the Nov. meeting (KE, CN) Carried

3. Acting Chair Report (IJ)
   a. Attended Spring board meeting – largest complaint: transition and membership
   b. IEEE Collabratec – Suggested as digital resource management tool for IEEE WPG Section. Every Chapter and Affinity group creates group (can roll over ownership)
   c. Met with Chair of membership development for the Northern Sask. Section (NSS). NSS is primarily industry driven.
   d. Also met the chair of NSS (at spring board meeting) and we are looking into collaboration including cost sharing for distinguished lecturer program.
   e. Second annual Manitoba High performance Computing (HPC), we will discuss funding later on in the meeting.
   f. Economic Development Winnipeg, interest at the city level to bring international IEEE conferences to Winnipeg.
   g. Alex Nassif, Area West Chair, is seeking seed funding for EPEC conference 2020.
   h. Capstone day! Twelve nominated groups for IEEE awards.
   i. Looking into certificates of recognition for IEEE volunteers.

4. Treasurer Report
   a. Waiting for CB signing authority (mailed forms have to arrive and be processed).
   b. Contacted Jake Parr, he is working with IEEE financial services to set up a CB account.
   c. Waiting for invoice from Manitoba Robot Games (MRB). DW - Everyone was busy this year for MRB but next time we should plan ahead and at least try to have a display.
   d. Need to obtain TD signing authority, top priority for me.

5. Secretary Report (TB - not in attendance)
   a. No updates.

6. IEEE Canada Past-President Update (WK- Not in attendance)
   a. Planning Verna Kirkness Discovery week at the end of May.
   b. Planning Space camp for July.

7. IEEE Canadian Foundation Report (Not in attendance)

    a.   No updates

8.   Membership Development Update (DS not in attendance)
    a.   No updates

9.   Chapter and Affinity Group Reports
    a.   Communications (Not in attendance)
    -   No updates

    b.   Computer and Computational Intelligence (IJ – Vice Chair)
    -   IJ – Looking for DL in May/June.
    c.   EMBS (Not in attendance)

    d.   EduManCom (Not in attendance)

    e.   PES (Not in attendance)
       -   Dr. Yi Zhang new chair, working to get financials up to date
    f.   Waves (CN-Vice Chair)
       -   Nothing to report
    g.   RobConIM (Not in attendance)
    h.   GRSS-AES (DI)
       -   No new business
       -   Looking to get new speaker into summer and fall
    i.   YP (KE)
       -   Hosting becoming a P.eng. event on March 26th at EGM
       -   Met with Shawn: IEEE YP Canada chair and Nick: IEEE YP Area West.
       -   Got STEP funding for EGM event
       -   Will attend Capstone presentations for YP awards
    j.   Life Members
    k.   WIE (RA)
       -   MITACS workshop April 2, asking for funding for GSA (IJ- make sure advisors know about it too)
       -   Outreach to elementary school, go green renewable energy
       -   Asked for funding - $400 (KE, BP)

    l.   TISP (Vacant)
    m.   Newsletter (HS - Not in Attendance)
    n.   Webmaster (Not in attendance)

10. Reports from student branch chairs
    a.   University of Manitoba (MR)
       -   Wrapping up elections
       -   Lab procurement
    b.   Lakehead University (Not in attendance)
       -   In treasurers report
    c.   Assiniboine College (Not in attendance)
    d.   Red River College (Not in attendance)
    e.   IAS (RA)
       -   RA Attended Foreign energy conference, led by student for students, Illinois

- Inspired a Winnipeg IAS conference led by students for student. Building step by step, IEEE helps build conference websites, PES might co-sponsor or WPG section
11. HPC conference
    - HPC, Ubisoft, Skip the Dishes are all past presenters, we supported the conference last year $500 for student registration
    - DW - proposal to support HPC conference for $500 (for registration for students) formal motion, for students (KE)
    - BP - make sure the money goes towards registration for students
12. Chapter Attendance IJ - Informal Discussion

    - Topics Included: Mandatory attendance for Chapters, requiring budget for funding to be approved, WPG section Grad student membership fee, maybe 10 or 15
    - DW- It would be good for them to understand why they want the reports, improve communication
    - Let's put this on agenda for next time

ADJOURNED at 17:45 (DW)