

IEEE Winnipeg Section Meeting Minutes – November 14, 2019

University of Manitoba Engineering and Information Technology Complex – E2-351, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Trevor Brown (TB), Chai Narendra (CN), Dean Weiten (DW), Jake Parr (JP), Hannah Fogel (HF), Pradeepa Yahampath (PY), Hafis Umar-Lawaal (HU), Adam Brown (AB), Chris Smith (CS), Mohammad Norouzi (MN), Tamanna Keleshteri (TK), Rashmi Boragolla (RB), Naeimeh Sari (NS), Dustin Isleifson (DI), Faouzi Bellili, Amine Mezghani, Stephany Thach (ST), +2 other members

Regrets: Ian Jeffrey

CALLED TO ORDER at 17:32

1. Approval of the agenda (AB/DI) Carried
2. Approval of the minutes of the previous meeting (CN/HF) Carried
3. Chair Report (IJ sent regrets)
4. Vice Chair Report (DW)
 - a. DW attended the IEEE Canada Fall Board Meeting in Halifax (Oct. 18-20)
 - i. See report from DW (attached to minutes)
 - b. IEEE Sections Congress in Aug. 2020 in Ottawa
 - i. IEEE Canada will cover (perhaps not all) expenses for a number of delegates
 - ii. We should encourage young volunteers to attend
5. Treasurer Report (CN)
 - a. Worked on finding a better way to transfer funds between groups
 - i. Person from IEEE Canada needs to be involved to transfer funds
 - ii. Can be used to reimburse speakers who are no longer in Winnipeg
 - b. We want to donate 40k CAD to the ICF Endowment Fund (registered charity in Canada)
 - i. We would receive **at least** 5% of the principal each year (in perpetuity)
 - ii. The \$2000 returned annually would cover the Ted Glass and three IEEE Winnipeg Capstone awards (\$1400 total), leaving ~\$600 for other potential awards (like the proposed WIE award)
 - iii. **Motion:** To provide the IEEE Winnipeg Section Chair and Treasurer the authority to transfer up to 40,000 CAD with the intention to use the annual payout for IEEE awards (CN/TB) Passed
 - I. MN – what other options are available?
6. Secretary Report (TB)
 - a. Getting started guide is up on the website and has been emailed to all Chapter Chairs
 - b. Deadline for nominations for IEEE Canada awards is November 30
7. IEEE Canada Past-President Update (Not in attendance)
8. IEEE Canadian Foundation Report (Not in attendance)

9. Membership Development Update (VACANT)
 - a. Still looking for a new volunteer to fill this role

10. Chapter and Affinity Group Reports
 - a. Communications (PY)
 - i. Held a seminar yesterday (Nov. 13)
 - b. Computer and Computational Intelligence (Not in attendance)
 - c. EMBS (VACANT)
 - d. PES (Not in attendance)
 - e. Waves (CN)
 - i. Nothing to report
 - f. RobConIM (Not in attendance)
 - g. GRSS-AES (DI)
 - i. Aerospace WOWS week was held from Nov. 4-8
 - ii. Nov. 29 DL talk with speaker from the University of San Diego, contemporary talk on GPS 12:30-1:30 pm
 - iii. Will be supported in part by AESS, part by Chapter's budget
 - h. YP (AB)
 - i. Planning an arduino workshop – Sometime in Dec. or Jan.
 - ii. "How to become a P.Eng." planned for spring
 - i. Life Members (Not in attendance)
 - j. WIE (HF)
 - i. Naeimeh attended the WIE leadership summit in Halifax
 - ii. Arduino workshop for HS students (20 students) will be held Nov. 23 at the U of M
 - k. TISP (Not in attendance)
 - l. Newsletter (VACANT)
 - m. Webmaster (Not in attendance)
 - i. Add link to EIC on website

11. Reports from student branch chairs
 - a. University of Manitoba (Not in attendance)
 - b. Lakehead University (JP)
 - i. Tours, speaker series planned for upcoming semester
 - ii. JP wondering when money will be disbursed
 - I. CB account is in overdraft
 - II. CN will initiate transfer of funds ASAP
 - iii. If anyone has any questions about starting a CB account, contact JP
 - c. Assiniboine College (Not in attendance)
 - d. Red River College (ST)
 - i. ST will ask JP about CB procedure
 - ii. Held a second tour event, pushing some events to January
 - iii. CN will provide startup funds today
 - e. IAS Student Branch (HU)
 - i. 16 people attended soldering workshop
 - I. Thank you to Glen Kolansky for his help
 - II. Purchased 6 soldering stations, stored with UMIEEE
 - ii. Workshop coming in a few weeks
 - iii. Looking into making a new PES student branch

12. New business

- a. Student member sponsorship for volunteers
 - i. Tabled until next meeting
- b. ICF Endowment Fund
 - i. Discussed within Vice-Chair's report
- c. vTools and event reporting overview
 - i. TB went over creating and reporting an event using IEEE vTools
 - ii. Showed how to send an eNotice from a created event
- d. Summary of WIE Leadership Summit in Halifax by Naeimeh
 - i. 2 day leadership conference
 - ii. Included presentations, workshops, panel discussions, and keynote presentations
 - I. Women in STEM, leadership, access to education
 - II. Ocean technology, Marine robots
 - iii. Thank you to WIE and Phil Ferguson for sponsoring trip

ADJOURNED (CN/ST) at 18:32 pm

Trip Report to IEEE Canada Board Meeting, October 18 to 20, 2019, in Halifax NS

by Dean Weiten, IEEE Winnipeg Section Vice Chair 2019

Summary

Accommodation was excellent, arrangements were excellent. Halifax is a wonderful city, worth exploring. The meeting itself was very legalistic and procedural, unlike any meeting that I've ever attended, very interesting. Engineers make for interesting discussion, although sometimes arguments get caught up in precision semantics. IEEE Canada has a lot going on, much that's worthwhile. A lot of excellent people attending from all across Canada, a good place to expand your personal network.

Logistics

It would be better to arrive earlier on Friday evening – I didn't get to the hotel until 10 PM on Friday, October 18th. I missed the group dinner and visit to local maker space near the hotel.

Elections and Governance Positions

- President Maïke Luiken presided over the meeting, and became past president at the end of the meeting.
- President Elect Jason Wu was installed as president at the end of the meeting.
- Past President Witold Kinsner was celebrated on completion of his duties as past president.

Important Upcoming Dates

- E-mail reminder of upcoming deadlines – 2019-12-13
- Deadline 1 – reports from sections & committees – 2020-01-17
- Deadline 2 – reports from areas, groups & other – 2020-01-24
- Next Board Meeting in Mississauga ON – 2020-02-28 through 2020-03-01
- Sections Congress in Ottawa ON – 2020-08-21 through 2020-08-23 – really need participation! Will move fall board meeting up to 2020-08-20, so can take advantage of both.

Statistics

- 16 sections represented, 3 absent (not all representatives were in attendance throughout)
- Our YP group is a fine example of excellent participation. Only a couple of other sections have similar YP participation.
- Many sections have difficulty filling out the volunteer board positions.
- My observation is that the level of activity in our section is in the middle of the pack. Unsurprisingly, Vancouver, Toronto and Montreal seem to be very active sections.
- Our joint activities with nearby sections (distinguished lecturers) was noted with interest, as an example of good cooperation.
- IEEE Canada has reserves of US\$825k, shall look for strategic investment in activities, sections, and people to bring reserves down to reasonable value.

Sections Congress 2020 in Ottawa ON

- An important event for IEEE International, and we are honoured to have it in Canada.
- This is a good chance for members to gain leadership skills, learn about IEEE, and get good international exposure. We want to especially encourage young members to attend.
- IEEE Canada will be looking to generously cover attendees registration, and in some cases, part or all of expenses, to attend Sections Congress. More details to come.

Promotion

We've been asked to link to Engineering Institute of Canada website from our website – facilitate job postings and searches – <http://eic-ici.ca>

Bylaw Changes

Minor changes that allow some flexibility in timing, location and perhaps even virtual board meetings. A lot of discussion!