

IEEE Winnipeg Section Meeting Minutes June 25th, 2020

A Virtual meeting hosted on WebEx, Winnipeg, Manitoba, Canada, 5:30 PM

Questions or concerns about these minutes, or any questions about section business, please contact the chair,
Dean Weiten, phone (204)-260-9482 or E-mail dmw@weiten.com.

Attendance: Ian Jeffrey (IJ), Dean Weiten (DW), Adam Brown (AB), Akbo Rupasinghe (AR), Chai Narendra (CN), Dave Kemp (DK), Dustin Isleifson (DI), Hannah Fogel (HF), Kevin Brown (KB), Mario Phaneuf (MP), Naeimeh Najafizadeh (NN), Phil Ferguson (PF), Sarah Mantach (SM), Yi Zhang (YZ)

Regrets: Trevor Brown (TB), Witold Kinsner (WK), Aislinn Livinston (AL)

CALLED TO ORDER at 17:32

- 1. Approval of the agenda** (DK/IJ) added ANTEM 2021 report, Carried
- 2. Approval of the minutes** of the previous meeting (IJ/CN) Carried
- 3. Chair Report** (DW)
 - a. This meeting to work out the technical challenges of holding remote meetings, apologies for glitches and challenges.
 - b. Business of IEEE Winnipeg will continue!
- 4. Vice Chair Report** (PF)
 - a. Planning for WiSEE 2022, a great opportunity for this Chapter to show our stuff
 - b. Spoke to the benefits of cross disciplinary research to allow all branches of engineering to work together. IEEE does a good job of reaching across the aisles and wants to use it as an avenue to strengthen things at the UofM.
- 5. Treasurer Report** (MP)
 - a. Arranging MP access to CB account and setting up signing authorities
 - b. Still have IEEE bank account at TD, shall be closing soon.
Past treasurer Chai adds:
 - c. Performed transfer to IEEE Canadian Foundation (ICF). Annual payout of about 2k for IEEE Capstone Awards starts next year.
 - d. TD account to be closed the first week of July or so
Past chair Ian adds:
 - e. Thank-you to Chai for all his hard work while serving Winnipeg Section
- 6. Secretary Report** (TB – sent regrets)
- 7. IEEE Vice-President of Education Update** (WK – sent regrets)

8. IEEE Canadian Foundation Report (DK)

- a. Foundation remains very active
- b. 4 main things: 1) special grants, 2) McNaughton learning centers through grants, 3 and 4) some other funds administered
- c. All are encouraged to visit the ICF webpage

9. Membership Development Update (NN)

- a. Not much that can be done in person right now.
- b. Question: How to get started?
- c. DK: There is quite a rich resource of membership development available, could reach out to see what material is there.
- d. IJ: Membership development swag material and Membership Development meetings

10. Chapter and Affinity Group Reports

- a. **Communications** (not present)
- b. **Computer and Computational Intelligence** (IJ)
 - i. Nothing to report
- c. **EMBS** (VACANT)
- d. **PES** (AR - Vice Chair)
 - i. No recent events
 - ii. Winnipeg PES has one of the high performing PES chapters in Canada (3rd based on dollar value)
 - iii. Winnipeg PES had a really good year in 2019
 - iv. Looking for alternatives to deal with the challenge of virtual meetings
- e. **Waves** (CN - Vice Chair)
 - i. Had a scheduled lecture back in march which was cancelled
 - ii. IJ: reminder about pre-approved funding for a speaker
- f. **RobConIM** (Not in attendance)
- g. **GRSS-AES** (DI)
 - i. Supposed to have a technical talk a couple of months back which got cancelled
 - ii. Might switch over to an online format, a little unsure how to proceed
 - iii. Big conference for IEEE GRSS (IGARS) has been cancelled and is now an online format
 - iv. Converting to having the sessions as recorded presentations
 - v. Some information on membership would be nice (IJ: that information is available and we should be able to get it through membership analytics)
 - vi. PF: one of the meetings that was cancelled was a day where some graduate students were going to present some final year projects. This might be a good opportunity to tap into interesting project work that is being done by graduate students and is something that we could elevate. Course work may not be ready for a conference or journal paper but it is relevant to the community. Looking to provide another avenue or venue to talk about their work.
- h. **YP** (AB)
 - i. Had to cancel a workshop.
 - ii. Still planning the Annual BBQ to hand out the YP Capstone Award but will scale it back to 10 or so people for Covid reasons. Date is TBD

- i. **Life Members** (DK)
 - i. Should all receive meeting notices sent to all Section Members?
Discussion. No harm, sure.
 - ii. One of the more active chapters in the Section, have monthly meetings
 - iii. Success largely due to collaboration with Canadian Society for Senior Engineers
 - iv. Two officers, Dave is Chair
 - v. Virtual meetings will be a challenge
- j. **WIE** (HF)
 - i. Virtual meeting with executive 2 or 3 weeks ago
 - ii. Virtual happy hour social get together in planning
 - iii. Trying to do some presence online
- k. **TISP** (Not in attendance)
- l. **Newsletter** (VACANT)
- m. **Webmaster** (KB)
 - i. If we want to add events to the webpage or change over membership listed on the webpage just email Kevin

11. Reports from student branch chairs

- a. **University of Manitoba** (Not in attendance)
- b. **Lakehead University** (Not in attendance)
- c. **Assiniboine College** (Not in attendance)
- d. **Red River College** (Not in attendance)
- e. **UofM IAS-PES** (SM)
 - i. Sara is the new Chair of the student branch.
 - ii. Was planning a talk but it was cancelled. Looking to do everything online.
 - iii. Got the IAS outstanding new Chapter Award.

12. New business

- a. **ANTEM 2021** (DI)
 - i. Meeting was unexpectedly cut off just before he started, but submitted the written report, attached.

Call cut off unexpectedly at 18:15 PM

Consideration was given to continuing the meeting at a later date, but the only item remaining on the agenda was an ANTEM 2021 report. Since ANTEM 2021 seems to be well in hand, Chair decided to request Dustin to provide ANTEM 2021 report in writing, and that this executive stand adjourned until the next meeting, to be called in August.

If there are any questions or concerns regarding this decision, contact the chair, Dean Weiten, phone (204)-260-9482 or E-mail dmw@weiten.com .

ANTEM 2021 Status Update

Date: June 27, 2020

Submitted by: Dustin Isleifson, IEEE ANTEM Conference Co-Chair

Planning for the conference is well underway. I have attended several IEEE Canada CONAC Meetings to ensure ANTEM is being represented and I am regularly communicating with IEEE CONAC Chair, Alex Nassif. I submitted the Expression of Intent (EOI) to IEEE Canada on June 5, 2020. I also submitted the online form to the IEEE conference and events website on June 13, 2020. We are now awaiting the Memorandum of Understanding (MOU).

The conference will be held in Winnipeg, Canada, on August 8 – 11, 2021. We are planning for a typical conference (in-person) and are also planning for a virtual/semi-virtual program. The budgets for the conference will reflect these options. Specifically, in a virtual program, the registration costs will be much lower and venue costs will be lower as well. We plan to have a clause in the contract with the venue to allow for adjustments in numbers of attendees to follow provincial health guidelines.

The conference planning team includes executive members Dustin Isleifson, Ian Jeffrey, and Lot Shafai. The technical program committee chairs are George Shaker (U. Waterloo) and Dave Michelsen (UBC). Both George and Dave have extensive conference planning experience. We are hiring Shelly Girardin to assist with conference management and planning, as she has been doing for the past 20 years. Local committee members have been asked to assist with the technical program, sponsorship, and exhibits. We have a standing committee for technical evaluation of conference papers.

At present, we are looking for an IEEE volunteer to coordinate the website and graphic design.

The call for papers is nearly ready and awaits signing of the MOU.