IEEE Winnipeg Section

IEEE Winnipeg Section Virtual Meeting Minutes – September 23rd, 2020
Virtual Meeting (Zoom) 5:30 PM CDT

Attendance: Dean Weiten (DW), Phil Ferguson (PF), Ian Jeffrey (IJ), Naeimeh Najafizadeh (NN), Jagannath Wijekoon (JW), Rashmi Boragolla (RB), Mario Phaneuf (MP), Adam Brown (AB)

Regrets: Dave Kemp, Witold Kinsner, Aislinn Livingston, Stephany Thach

CALLED TO ORDER at 17:31

1. Approval of the agenda (IJ/PF) with additions by DW (IEEE day and volunteer training) Carried
2. Approval of the minutes of the previous meeting (PF/MP) Carried
3. Chair Report (DW)
    a. Getting settled in Montreal.
4. Vice Chair Report (PF)
    a. Working to get organizing on WiSEE 2022.
5. Treasurer Report (MP)
    a. Must get in touch with D. Kemp regarding refund for Congress
    b. We'll use TD account for refunds, will need to talk to Chai
    c. We have Concentration Banking cheques now, but as yet, no option for E-transfers, OK for now, will pursue options later if need be.
    d. IJ ask if possible for chapter chairs to get debit cards. MP say could be possible to do so. IJ suggest that MP follow up, transfer funds to chapter accts and they use their cards as appropriate.
6. Secretary Report (vacant)
    a. No report – DW ask for volunteers or suggestions for secretary.
7. IEEE Vice-President of Education Update (Witold Kinsner not present)
    a. No report.
8. IEEE Canadian Foundation Report (Dave Kemp not present)
    a. DK had planned to try to attend, but had technical difficulties. No report.
9. Membership Development Update (NN)
    a. Winnipeg Section had increase in membership, reached recruitment goals, will receive gold medal!
    b. NN reviewing for potential life memberships or senior memberships
    c. NN attended membership development webcast
    d. Right now, focused on IEEE Day events, looking to create a virtual event for IEEE Day
10. Chapter and Affinity Group Reports
    a. Communications (Dr. Pradeepa Yahampath not in attendance)
        i. IJ Chapter is certainly active, need to determine who is actual chair, but it's doing well.
    b. Computer and Computational Intelligence (Dr. Chris Henry not in attendance)
        i. Looking into IEEE Extreme in October, not sure how it will run. Witold had mentioned there would be possibilities. Normally on-campus, but must be remote this year.
        ii. Also trying to do 2 online seminars.
    c. EMBS (VACANT)
        i. No update, need to consider closing this chapter if things don't pick up.
        ii. Biomedical is active at UofM, should be able to keep it running.
    d. PES (Dr. Yi Zhang not in attendance)
        i. PES has lots of events all the time, very active.
    e. Waves (Dr. Puyan Mojabi not in attendance)
        i. This chapter is active and brings in high-quality speakers.
    f. RobConIM (Dr. Nariman Sepehri not in attendance)

        i.   No update, they are active but mostly students involved, a bit of industry, they don't often attend section meetings.
- g. GRSS-AESS (Dr. Dustin Isleifson not in attendance)
  - i.   No update.
- h. YP (AB)
  - i.   Met on Monday as a group
  - ii.   Went over items from last meeting
  - iii.   One of members wants to do Linux / Networking online workshop
    - I.   Will test the waters for workshop online (over Zoom), can break-out into groups
  - iv.   Distinguished lectures
    - I.   Want to have a larger group vote on speakers, have a short-list
    - II.   Shall vote through V-tools, but not sure how to do it, perhaps through e-notice and link to Doodle poll
    - III.   Did similar for voting for the executive within YP - sent out through e-notice, ask for ranking instead of a straight vote
- i. Life Members (Dave Kemp not in attendance but sent written report)
  - i.   Life members chapter is active, with two officers.
  - ii.   Moving to virtual web-based meetings, co-hosted with Canadian Society of Senior Engineers. Already met minimum number of meetings for this year!
  - iii.   Already has funding, don't need an allocation from Winnipeg Section.
  - iv.   Report approval (AB/PF) carried.
- j. WIE (Rashmi Boragolla attended for Hannah Fogel)
  - i.   The Happy Hour was held, had 10 people.
  - ii.   Organized another face-to-face event.
  - iii.   Holding meeting on Monday to brainstorm ideas for the next year.
  - iv.   Planning technical seminars (in-person)
  - v.   Discussion of wisdom of in-person events. Are they even allowed?
    - I.   They are planning well in advance, anticipating relaxing of rules. If rules are too restrictive, they will change or cancel to adapt.
  - vi.   DW states that IEEE intends to follow all applicable rules, but if rules are relaxed, then will review to see if we can use to advantage.
- k. TISP (Dr. Witold Kinsner not present)
  - i.   No update.
- l. Newsletter (VACANT)
  - i.   It's too bad that we don't have this, it would be good. Can anyone volunteer or know someone who would volunteer to do this?
- m. Webmaster (Kevin Brown not present)
  - i.   No updates

11. Reports from student branches
- a. University of Manitoba (Aislinn Livingston sent her regrets)
  - i.   Two workshops coming up
  - ii.   Planning on two "AMA" – "Ask Me Anything"
  - iii.   In winter term, hope to move back to in-person, contingent on rules and regulations
  - iv.   Interested in ideas from others
  - v.   From Witold Kinsner:
    - I.   Met with chair of student branch
    - II.   Some activity on borrowing equipment from McNaughton centre
    - III.   Planning for IEEE Extreme
    - IV.   Planning for IEEE student branch exec
- b. Lakehead University (Jake Parr not in attendance)
  - i.   DW tried to contact Jake, has not heard back.
- c. Assiniboine College (Andrew Russell not in attendance)
  - i.   DW tried to contact Andrew, has not heard back.

     ii. IJ advise that there has been little, if any, communications from Assiniboine College, ever.
- d. Red River College (Stephany Thach sent her regrets)
    - i. Stephany sent message to DW, apologetic and frustrated with lack of in-person classes, has caused interest in IEEE to drop dramatically.
    - ii. Other execs graduated, Stephany had a lot of life changes but working alone, looking for suggestions to keep the branch active, will be a challenge.
    - iii. DW advised Stephany to do what she can, look for opportunities, we are all volunteers.
- e. IAS Student Branch (JW attends for Sara Mantach)
    - i. Planning first virtual event – technical talk on Oct 1st. 10 people registered already, lots of interest, hope to see more people.
    - ii. Will plan another virtual seminar for December.

12. New business
    - a. Budgets
        - i. DW advise we haven't been clear on budget terms – should be July to June. Please plan expenses through to June.
        - ii. DW advises more of an exercise in getting it done than something that has to be accurate. Need to get into the habit. Best to file and we can amend later.
        - iii. Mario received budgets from WIE, YP & IAS-PES.
        - iv. Chapters who previously submitted, but not yet for this year:
            - I. CCI, GRSS-AESS, Lakehead U, RobConIM (but no funds approved last yr), Life Members (but they won't be asking for anything)
        - v. Discussion of chapters who don't need funds.
            - I. We want all chapters to file, even if the budget is for zero. Then we have it in a form, and we have a contact name.
    - b. IEEE Day – Tuesday, October 6th
        - i. NN is quite enthusiastic, would be amazing to have online event that all students, members, and potential members can participate in.
        - ii. Discussion of how to notify everyone. PF suggest Janice Tilly can provide E-mail lists.
        - iii. Discussion of activities. Must be virtual. NN can present IEEE benefits, she has lots of information about this.
        - iv. Order of the day reached. Motion to extend meeting to 18:50 (AB/NN) Carried.
        - v. NN can create a two hour event, wants to have brainstorming session. Maybe offer prizes for attendees?
        - vi. AB suggest break-out rooms for students / industry people to talk. People could ask questions, discuss issues. Virtual networking event.
        - vii. IJ suggest exec would make good speakers, there are speakers around.
        - viii. IJ mention IEEE Extreme is in October, could hold programming competition through Hacker Rank, questions could be IEEE day themed. Could have prize money.
        - ix. Motion for budget of $300 for IEEE day prizes (IJ/PF), sub-committee led by NN with Student Branch chair and others on it. Carried.
        - x. IJ asks YP and student groups to help. If IAS-PES helps organize, would be good. Need to support NN that way. AB, RB & JW agree.
        - xi. IJ suggest DW send formal E-mail to those who agreed, also to Aislinn Livingston – any of whom can then delegate.
    - c. E-mail from Anand Shah
        - i. IEEE is offering online training for old and new volunteer, about tools and resources for your role
            - I. Trying to get us resources to help us on the way to recovery
            - II. As we have heard, our numbers are good, but in general, this retraining could help
        - ii. DW will send this note out to all of exec

ADJOURNED (AB) at 18:50