

## Albuquerque Section IEEE Meeting

- Time and Date: 11:30AM, Tuesday November 4, 2020
- Meeting Place: WebEx
- Members in Attendance (12):
  - Jason Neely – Chair
  - Lee Rashkin – Vice Chair
  - Gilberto Zamora - Treasurer
  - Lee Gill – Secretary
  - Khandakar Nusrat Islam – Student Member
  - Judy Brewer – Student Member
- Chair – Jason N.
  - Open the meeting
  - Announcements
- Secretary – Lee G.
  - Last meeting minutes were reviewed, amended and then accepted
  - Outstanding action items were reviewed
- Discussion:
  - Treasurer Financial Status Report – Gilberto
    - October ending balance was discussed
      - Interest earned and checks paid have been discussed
    - November current balance was discussed
      - Interest earned and checks paid have been discussed
      - Expected expenses have been discussed
    - Pending Transactions and proposal for FY 2020 have been discussed
    - Proposal for FY2020
      - IEEE UNM Student Branch proposal accepted
      - Looking for more funding opportunities
      - Proposal forms are available on the IEEE website
- UNM Funding Request – Judy B.
  - Game nights
  - Prize scale by number of participants
    - \$30 limit for gift cards, 3 \$10 gift cards
  - IEEE section requested some pictures of the events
  - Encouraged submitting proposals for other activities
- Public Lecture Series – Mike J.
  - Virtual presentations only
  - About a dozen of participants for each talk
- Life Members – Mike J.
  - Got the form to submit and receipt from Jackie E.
  - Reimbursement was received.
  - Contacted with other potential speakers from Spaceport America
  - Need to make decisions by February 2021
- 2021 Awards Banquet speaker

## FINAL

- Mike J. confirmed with Spaceport America that in the event Mr Hicks could not speak in May, another senior member of the SA team would be able to participate.
- WIE – Nusrat
  - Became familiar with IEEE vTools
  - Exchanged emails with Jackie and received useful information
  - Speaker identified and working on scheduling
    - Emily Schrock
  - Potentially give 2-3 weeks notice and 2 weeks after Thanksgiving and early December
    - Finals week in early December
    - Good idea to push it to early/mid January
    - January 14, 2021 is a candidate date
  - Is reporting on events necessary to WIE?
    - Short meetings can count towards events
  - Any gifts to attract new speakers
  - Contact Judy B. to invite IEEE students
- UNM Student Branch – Judy B.
  - General meeting on Nov 13<sup>th</sup>
    - 4-5 PM
  - 2<sup>nd</sup> virtual gaming night Nov 21<sup>st</sup>
  - Feedback from IEEEExtreme
    - Students might be interested in prepping for IEEEExtreme
    - Going to have events where students come together to program
    - Doing the best they can do keep the students/participants engaged
  - General meeting Oct 2<sup>nd</sup>
    - Student mentorship program kick-off
    - IEEEExtreme
      - 24 Hours of competitive programming
    - Will make generic email scripts
    - First game night with potential prizes will be Oct 10<sup>th</sup>
    - IEEE ABQ section could sponsor the budget for the prizes
    - Looking for volunteers (proctors) to monitor the virtual event competition.
- Officer Election – Jason N.
  - Reconsider changing officer election process to make the nomination pool more diverse and competitive
  - Whether the officer position should be open to anyone in the section