

IEEE Winnipeg Section Meeting Minutes – September 9, 2011

University of Manitoba Engineering Information Technology Complex (EITC) - E2 - 361, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Hilmi Turanli (HT), Behzad Kordi (BK), Andrew Roncin (AR), Sam Kovnats (SK), Dario Schor (DS), Witold Kinsner (WK), Shaahin Filizadeh (SF), Jordan Hiebert (JH)

CALLED TO ORDER at 17:31

1. Approval of the Agenda (JH, DS) – Carried.
2. Approval of the minutes of the June 2, 2011 meeting (BK, JH) – Carried.
3. Chair’s Report
 - a. IEEE Canada indicates that the new finance system is being rolled out
 - i. An online training module will be in place soon for treasurers
4. Treasurer’s Report – TABLED
 - a. We have received cheques and credit cards for the new concentration banking system, but have not switched over yet and the old system is still in place.
5. Secretary’s Report
 - a. Over the summer, the EE servers at the University of Manitoba rejected all e-mail from IEEE Listserv, resulting in some communication gaps. The affected e-mail addresses have been re-added to the list, and the problem seems to be resolved as of the beginning of September.
6. Membership Development Officer’s Report
 - a. Senior membership promotions are being pursued.
 - i. Ken Ferens recently became eligible.
7. Reports from chapter and affinity group chairs
 - a. Communications
 - i. Upcoming seminar on September 16, see website for details:
<http://sites.ieee.org/winnipeg/2011/08/11/communications-chapter-seminar-5/>
 - b. Computer and Computational Intelligence
 - i. Dr. Betts, previously from Altera and now with the U of T, is hosted a FPGA seminar in August. 30 attendees were present.
 - ii. Dr. Freeman will be presenting new developments in pattern recognition on September 29.
 - iii. The IEEE XTREME programming competition will take place on October 21.
 - iv. An effort is in place to start an amateur radio course at the end of September
 1. \$10 registration, open to students
 2. Evenings, starting September 27
 - c. EMBS – TABLED
 - d. EduManCom
 - i. Orbital Dynamics SDK event over the summer. 20 people attended from the U of M and industry.
 - e. PES

- i. Upcoming September meeting:
<http://sites.ieee.org/winnipeg/2011/09/08/pes-chapter-luncheon-%E2%80%93-september-2011/>
- f. Robotics and Control – TABLED
- g. Waves – TABLED
- h. GOLD
 - i. Held a BBQ event over summer, 40 people attended.
 - ii. Julian Nedohin-Macek will be speaking on September 21 at an event called “EIT to PEng”.
- i. Life Members – TABLED
- j. WIE – TABLED
- k. TISP
 - i. Regular monthly meetings continue.
 - ii. Space Camp was held from July 17-24 for Grades 9-11 students. The goal of the event was to get these students excited about engineering. The event was a great success, and plans are already progressing for next year’s event.
- l. Student Branch Reports
 - i. University of Manitoba
 - 1. Students attended the DEFCON convention in Las Vegas.
 - 2. Capstone students won the top award for the IEEE Canada papers competition.
 - ii. Lakehead
 - 1. Lack of a formal university budget is a very large problem.
 - 2. There is difficulty explaining the value and benefits of IEEE to students.
 - 3. IEEE Winnipeg Section will work with the branch to assist in its rejuvenation.
 - iii. Assiniboine
 - 1. The Multimedia faculty will be assisting Winnipeg Section with video editing expertise. (Space Camp video, etc)
 - iv. Red River College – TABLED
- 8. Section Newsletter – TABLED
- 9. New Business
 - a. IEEE Sections Congress 2011
 - i. See attached comments by AR
 - b. 2012 AGM
 - i. SF and AR will begin to investigate venue, speaker and catering options and report back at the October meeting.
- 10. MOTION: To adjourn. – CARRIED.

ADJOURNED at 18:58

10 points from IEEE Sections Congress 2011

1. Boast point Ottawa(2010) and Vancouver(2009) won the outstanding IEEE international awards. Om, was particularly proud of how Canada can lead IEEE in member involvement
 - a. I believe that in 2011, our section should look at how we can revitalize our section and earn this award for the next sections congress.
 - b. At region, talking to the London section, they indicated getting the small section award took several years of dedicated and focused effort
2. The center for leadership excellence has gone live. Currently they have over 40 modules, and many of the presentations from sections congress are being placed on the CLE website as well. Most of the section executive and some chapter executive job descriptions are online.
3. The contact center has updated there portal. It now includes a list of commonly asked member questions (example, I've forgotten my membership number) and an online chat feature. Their success rate for solving issues on the first contact is over 80%, whereas the norm is 66%. Marianne, the head staff person for this project is extremely proud of it, and performance in meeting member needs.
4. DL is a fragmented program. Each chapter runs their own DL program with typical funding covering only travel. It seemed that several societies had less then 1 DL presentation per speaker per year. Of the chapters that presented, outreach to areas that did not have a local chapter. In a side conversation, I was told that DL is a bit of an old boys network, and you should personally know the speakers style before you invite them. (Industry relevance, speaking skill). People from TAB and DL programs heard my suggestion of putting video up for each of the speakers so the relevance of their presentations could be assessed.
5. Met with Anita from compliance.
 - a. If we are creating awards, we should run them past her. She can help us navigate the legal aspects so we can create awards without violating US law. By the same token, we will probably want to vet any awards/programs with her Canadian counterparts.
6. Performed in voting. I suggest for the next sections congress that Winnipeg and Region 7, look at creating some large/long term goals for IEEE. ~1/2 of the recommendations were tweaks to the web portal and journal.
7. Member recruitments and retention ideas
 - a. Contact Jill for recommendations on how to make the SM drive work better. In her region, they managed to get ~100 SM's in one year. Prior to which it had been dead.
 - i. Key seemed to be contacting members who were eligible
 - ii. Creating a group of references who were prepped on how the committee selected SM. So the reference letters could be properly worded.
 - iii. Act as a liason so that members are not struggling to find the SM's in there section.
 - b. It seemed like the challenges WPG is having were similar to other sections. From this conversation and a previous one with Laurence Whitby (Alberta). Finding ways to make it easy for members and the referees is the key!
8. Membership recruitment

- a. Best practice, as soon as new member joins, send them a personalized letter informing them of the value of the section. DO NOT wait until renewal time. The faster we get them involved with a chapter, the more likely they are to stay.
9. Membership retention
- a. Awards and recognition for service to the section
 - b. Align these awards so they feed into Region and MGA award.
10. Membership in general
- a. Ask volunteers to define their positions and the goals they are going to achieve. This works to buy in and understanding between the parties. Sit down and put it in writing.
 - b. Think about succession plans. What happens if a chapter organizer dies during his/her term. I met a lady from region 4 that became WIE chair with no hand off, because he predecessor had died.
 - c. We need to create a membership nomination committee so that the elections of next year's executive are seen as legitimate and fair.
 - d. Customization of the membership portal is a big push in Piscateway. Keep an eye on the portal, many good things are being done. Local membership value and personalized web information were major focuses of this sections congress.