

IEEE Kenya Section

March 2012, Section Meeting

MINUTES

03 MARCH 2012

10:00 AM-01:00PM

2nd Floor, New Rehema House,
Westlands, Nairobi

MEETING CALLED BY	SECRETARY, IEEE KENYA SECTION – Kelvin Kiplagat
TYPE OF MEETING	SECTION MEETING
FACILITATOR	VICE CHAIR, IEEE KENYA SECTION – Vincent Kaabunga
NOTE TAKER	SECRETARY, IEEE KENYA SECTION – Kelvin Kiplagat
TIMEKEEPER	
AGENDA	<ul style="list-style-type: none"> • Previous workshops • Team of IEEE volunteer report • IEEE Kenya section – EAC ICT Policy • Demonstrating our objectives • Agree on calendar for IEEE events • Benefits of IEEE • Value of the meeting • Session of bill for engineers

Agenda topics

MIN 1/03/03/2012: PREVIOUS WORKSHOPS

DISCUSSION		
<p>Discussion was made on previous workshops organized or endorsed by IEEE and their impact to the organization. Some of these include: Plagiarism and Academic Integrity conference organized by Linkage of Industry with Academia (LIWA) Kenya Trust in collaboration with Turnitin East Africa Two workshops at KIE:Ehealth and Climate change Students IEEE career day which covered:</p> <ul style="list-style-type: none"> • ICT • Project Management • Automotive • GSM 		
CONCLUSIONS		
<p>Improve communication to members on events</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update the calendar of events and use electronic media to keep members informed of events	Secretariat	

MIN 2/03/03/2012: TEAM OF IEEE VOLUNTEER REPORT

DISCUSSION		
It was agreed that the report was very helpful for the students		
CONCLUSIONS		
The members agreed that the Section should move to form student chapters The members should also sort out the leadership issues in the organization.		
ACTION ITEMS		
Formation of student chapters	Secretariat	
Conduct section elections for 2012 officers	Secretariat	May 2012

MIN 3/03/03/2012: IEEE KENYA SECTION – EAC ICT POLICY

DISCUSSION		
It was reported that IEEE had been availed a slot but this was put on hold until June 2012. Group of experts is going to advice the two departments on infrastructure		
CONCLUSIONS		
Members agreed on the need to organize the annual Engineering student expo for 2012.		
ACTION ITEMS		
Organize the annual Engineering student expo for 2012.	Secretariat in liaison with LIWA	

MIN 4/03/03/2012: DEMONSTRATING OUR OBJECTIVES

DISCUSSION		
CONCLUSIONS		
All arrangements should be formalized with Centurion systems and the secretariat Improvement on communications with members was necessary.		
ACTION ITEMS		
Update the calendar of events and use electronic media to keep members informed of events	Secretariat	
Formalized the relationship between Centurion Systems and the secretariat	Secretariat	

MIN 5/03/03/2012: AGREE ON CALENDAR FOR IEEE EVENTS

DISCUSSION		
CONCLUSIONS		
It was agreed that the IEEE calendar should be well coordinated. This should include: Invitation to meetings Explore the use of tools in V-tools Explore teleconference options e.g. online conferencing		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update the calendar of events and use electronic media to keep members informed of events	Secretariat	
Explore the use of tools in V-tools Explore teleconference options e.g. online conferencing	Secretariat	

MIN 6/03/03/2012: BENEFITS OF IEEE

DISCUSSION		
Discussed what IEEE benefits from members Membership developments (ACM) Communication Society		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Motivation of members		
Registration of more members to IEEE		

MIN 7/03/03/2012: VALUE OF THE MEETING

DISCUSSION		
Communication between members i.e. strategy to communicate and demonstrate the value in IEEE Registration of more engineers into IEEE Long term goals for Legislations .i.e. to have an: ERB-Engineers Registration Board IEK-Institute of Engineers in Kenya		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MIN 8/03/03/2012:

SESSION OF BILL FOR ENGINEERS

DISCUSSION		
CONCLUSIONS		
To copy the bill and organize a workshop to discuss its significance to the engineering body		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Organize a workshop on the engineers bill	Secretariat	

OBSERVERS	
RESOURCE PERSONS	
SPECIAL NOTES	

Signed By:

Vincent Kaabunga
Vice-Chair, IEEE Kenya 2011