**IEEE UAE Section ExCom Meeting Minutes**

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| **Date & Time** | 22nd of May 2017 @ 5:35 PM |
| **Location** | Amity University - Dubai |
| **Attendees** | * Essa Basaeed
* Mohammed Alzaabi
* Mouza Alshemaili (video call)
* Essa Alsuwaidi
* Hussam Alhammadi
* Piyush Maheshwari
* Fatma Taher
* Sameera Almulla
* Ahmed Al Durra
* Mohammed Ayoub
* Adnan Alrais
* Reyad Khazali (video call)
* Khalifa Al hosani (video call)
* Wathiq Mansoor
* Alavikunhu Panthakkan
 |
| **Duration** | 01:00 |
| **Number of Discussed Motions** | 12 |

1. Proposal for hosting MESYP
2. Sponsoring YP to attend MESYP in Tunisia
3. [update] Preparation for the 2018 MGA Outstanding Section Award
4. IEEE Technical Sponsorship for ICREGA'18 conference
5. Community service initiative
6. Middle East Electricity Partnership
7. [update] Review of progress: officer reports and activities reports
8. MoU with DESC
9. Establishing IAS chapter
10. [update] Updates on TISP
11. Selecting a student representative
12. MoU with University of Dubai
13. **Proposal for hosting MESYP**

**Background:** MESYP 2017 congress will be held in Tunisia and there will be enthusiastic student branches to host the next edition of the congress in 2019, as we are representing Dubai and UAE we have a great advantage to win the competition and host MESYP 2019. The congress is to be held at University of Dubai.

**Motion:** to host MESYP 2019 by IEEE UAE Section Young professionals and students activities in association with UD.

**Action:** Mohammed Baker to follow up.

Passed

**2. Sponsoring YP to attend MESYP in Tunisia**

**Background:** MESYP is biennial congress that combines more than 300 students and young professional from various cultures in the Middle East& North Africa. Accompanying the workshops, traditional keynote speeches will be held by prominent IEEE officials coming from all corners of the world. This event offers an interesting platform for engineering& science students, PhD. students and young professionals, enabling exchange of knowledge and skills. The congress will offer its attendees a social interaction platform, a chance to develop their technical and professional skills and an opportunity to exchange knowledge and information with other attendees and speakers. The congress will give the opportunity for attendees to visit UAE and explore the amazing multicultural environment and sightseeing the many places in UAE as known one of the most beautiful countries in the world. The expected attendees will include more than 300 international participants from more than 100 different student branches in more than 15 different sections in Region 8 (such as UAE, Egypt, Greece, Jordan, KSA, Lebanon, Palestine, Qatar, Syria, Tunisia, Turkey, Oman, etc.)

Why to host it:

Such a congress will give great reputation for the section which will affect the major factors in developing the section statistics and encourage the young professionals and students to join or renew their memberships and make them use more efforts in volunteering. This congress will highlight the main achievements in UAE section and its SB’s, AG’s& Chapters, and it will increase the number of events in UAE Section. The host student branch will have the privilege to recruit talented volunteers in order to organize such congress which will give a high reputation for the student branch and the university, besides that the organizing team will have a great career experience, also this congress will encourage students to participate in extra-curriculum activities and enroll in more IEEE activities as well, keep in mind that this congress will increase the number of members and volunteers.

it is important to support the core team who will be presenting the UAE section in the upcoming MESYP 2017 in Tunisia to represent our section and introduce the bid.

**Motion:** to approve the budget of 3000 AED to support our delegation team of two persons.

**Action:** Adnan to allocate the budget and Mohammed Ayoub to follow up.

Passed

**3. Preparation for the 2018 MGA Outstanding Section Award**

**Background:** MGA Outstanding Large, Medium, and Small Section Awards are awarded to one large Section, one medium Section, and one small Section each year, for their successful efforts in fulfilling the educational and scientific goals of IEEE for the benefit of the public by maintaining, enhancing, and supporting the Student Branches, Technical Chapters, and Affinity Groups within their geographic boundaries.

STEP (industry to students)

Communication

New recruitments

Education

**4. IEEE Technical Sponsorship for ICREGA'18 conference**

**Background:** UAE University (UAEU) is organizing the 5th International Conference on Renewable Energy: Generation and Applications (ICREGA’18) in the period February 26-28, 2018. The conference focuses on the latest theoretical and practical developments in the field of renewable energy, generation and applications (<http://conferences.uaeu.ac.ae/icrega18/en/welcome.shtml> ).After checking and fulfilling the UAE Section criteria, Dr. Mousa Hussein (General Chair) has submitted the MOU on IEEE HQ website on May 10th. However, the Status shown is still “In Progress”.<http://www.ieee.org/conferences_events/conferences/organizers/conf_app.html?confRecNum=42537>  **Motion:** To accept (in principle) the technical sponsorship of ICREGA’18 after receiving the email from IEEE HQ for Conference Record 42537. **Action:** Dr. Piyush to follow up.

Passed

**5. Community service initiative**

**Background**: The IEEE UAE Section strives to enrich the knowledge of its members and at the same time to feedback this knowledge to the community. Engaging students in community service projects gives them the opportunity to be active members in the society and exposes them to practical and real life skills. In addition, since the UAE declared 2017 as The Year of Giving, it is essential that the IEEE UAE Section be part of this initiative and to engage the students in volunteering work. We suggest to install solar powered lights in financially challenged families’ houses. This will provide more efficient power sources for those families and will expose the students to the field of solar power and green energy.

**Motion:** to approve the community service initiative of installing solar powered lights for financially challenged families and appoint Dr. Sameera as a project manager.

**Action:** to form a committee and the secretary to follow up.

Passed

**6. Middle East Electricity Partnership**

**Background:** MEE approached the IEEE UAE Section sponsor the conference. An MoU is already signed by the IEEE UAE Section and MEE.

**Motion:** to approve the MoU

Passed

**7. Review of progress: officer reports and activities reports**

**Background:** An updated report is submitted by Dr. Nazih. Inactive and/or dead chapters chairs should be informed that if the problem is not solved in 2017, the chapter(s) will be either dissolved or merged with another active chapter. A note/reminder/warning should be sent to the chair of each chapter for which there was 0 or 1 L31 report submitted in 2016 and stressed that every chapter chair should be fully committed to submit, at least, 2 L31 reports per year for 2 technical activities.

**8. MoU with DESC**

**Background:** DESC would like to signed an MoU with the IEEE UAE Section.

**Motion:** to approve the MoU with DESC.

**Action:** Essa Basaeed to follow up.

Passed

**9. Establishing IAS chapter**

**Background**: Establishing a new chapter for Industrial Applications Society (IAS) under the UAE Section. With the new direction of the UAE government to enhance the knowledge based industry, it is expected that many professional engineers will seek for a society which links the theory with the practice and explore possible collaborative activities with the engineering universities. Therefore, as we expect a growth in the IEEE members, there is no IAS Chapter that can serve these category of professionals. A new IEEE IAS UAE Chapter will provide opportunities for several students from several schools in the Front Range (Khalifa University of Science and Technology, UAE University, American Universities, New York University-AD, etc.), plus many professionals and engineers who work in the local companies to develop a solid technical community, with networking, ideas exchange, workshops and opportunities for professional growth.

**Motion:** to establish a new chapter for Industrial Application Society (IAS)

**Action:** Dr. Ahmed is appointed as an interim chair and to follow up.

Passed

**10. Updates on TISP**

**Update:**

* Meeting outcomes with Mr. Ranjit on 25th of April.
* Discuss the two tracks that can be delivered on the TISP; deriving the workshop for the schools’ students directly or delivering a workshop for the teachers of the high schools.
* The number of volunteers that I could collect to assist us during the workshops
* The plan is to deliver both tracks.
* The level of collaborations with the MOE.
* Several visits for high schools will be arranged to advertise our programs.

**11. Selecting a student representative**

**Background:** as per IEEE laws, it is essential to assigned a student representative at the section.

**Motion:** The motion is to appoint Ms. Sirine Dhaouadi as a student representative at the IEEE UAE Section.

Passed

**12. MoU with University of Dubai**

**Background:** University of Dubai will host the physical office of the IEEE UAE Section. It is essential, therefore, to sign an MoU with University of Dubai.

**Motion:** to approve the MoU with University of Dubai.

**Action:** Essa Basaeed to follow up.

Passed