**IEEE UAE Section ExCom Meeting Minutes**

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| **Date & Time** | 16th of July 2017 @ 5:30 PM |
| **Location** | Video call/messages |
| **Attendees** | * Essa Basaeed
* Mohammed Alzaabi
* Fatma Taher
* Adnan Alrais
* Wathiq Mansoor
* Sirine Dhaouadi
 |
| **Duration** | 00:30 |
| **Number of Discussed Motions** | 3 |

1. Technical Sponsorship of ASET 2018
2. Technical Sponsorship of the 11th International Symposium on Mechatronics and its Applications (ISMA).
3. Formation of a student branch at University of Bolton - RAK Campus
4. **Technical Sponsorship of ASET 2018**

**Background**: Higher Colleges of Technology is keen in organizing the *Advances in Science and Engineering Technology (ASET 2018) International Conferences* (multi-conferences) that consist of 7 conferences. ASET 2018 will act as an umbrella under which the below seven international conferences will be organized.

1. International Conference on Sustainable Environment and Urban Infrastructure, Dubai 6th to 7th February 2018.

2. International Conference on Renewable and Sustainable Energy, Dubai 6th to 7th February 2018.

3. International Conference on Aviation and Space Technology, Dubai 6th to 7th February 2018.

4. International Conference on Internet of Things, Mechatronics and their Applications, Dubai 6th to 7th February 2018.

5. International Conference on Advanced Materials, Design and Manufacturing, Dubai 6th to 7th February 2018.

6. International Conference on Engineering Innovations in Healthcare, Sharjah-UAE 21st March 2018.

7. International Conference on Innovations in Engineering Education, Abu-Dhabi-UAE, 4th April 2018.

First five conferences will be held in Dubai from 6th to 7th February 2018, the sixth conference will be held in Sharjah-UAE on 21st March 2018, and the seventh conference will be held in Abu-Dhabi-UAE on 4th April 2018. After checking and fulfilling the UAE Section Criteria, **Dr.** **Munther Gdeisat** (General Chair) had submitted the MOU on IEEE HQ on 12th June 2017.

**Motion**: To **accept** the technical sponsorship of **ASET 2018** for Conference Record #**42726**.

**Action:** Dr. Piyush to follow up.

Passed

1. **Technical Sponsorship of the 11th International Symposium on Mechatronics and its Applications (ISMA).**

**Background**: The American University of Sharjah is organizing the 11th International Symposium on Mechatronics and its Applications (ISMA). It will be held in Sharjah from 4th to 6th of March 2018. After checking and fulfilling the UAE Section Criteria, Dr. Lotfi Romdhane (General Chair) had submitted the MOU to IEEE HQ.

**Motion**: To **accept** the technical sponsorship of **ISMA 2018** for Conference Record #42812.

**Action:** Dr. Piyush to follow up.

Passed

**3. Formation of a student branch at University of Bolton - RAK Campus**

**Background**: University of Bolton - RAK Campus has requested to establish a new student branch. The petition is approved by the Student Activities Chair.

**Motion**: To **accept** the formation of a student branch at University of Bolton - RAK Campus

**Action:** Dr. Wathiq to follow up.

Passed