

## **IEEE Winnipeg Section Meeting Minutes – March 21, 2017**

University of Manitoba Engineering Information Technology Complex (EITC) – E2 - 399, Winnipeg, Manitoba, Canada, 5:30 PM

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**Attendance:** Steven Howell (SH), Trevor Brown (TB), Ekram Hossain (EH), Nasim Abdollahi (NA), Ian Jeffrey (IJ), Jun Cai (JC), Chelsea Taylor (CT), Sam Kovnats (SK), Blake Podaima (BP)

**Regrets:** Dario Schor, Nuwan Perera, Sean O'Brien, Kevin Lamothe, Puyan Mojabi

### **CALLED TO ORDER at 17:32**

1. Approval of the agenda (IJ/SH) Carried.
2. Approval of the minutes of the February meeting (SK/SH) Carried.
3. Chair Report
  - a. Wrote a letter for a proposed WIE conference in 2018
  - b. Applied to IEEE Communications Society for ~\$300 to support activities
  - c. IJ: Chapters should look into these funding opportunities
    - We need to ensure the knowledge of these opportunities are passed down to future Chapter Chairs
  - d. Working on bringing a DL (EMBS)
    - We can try to revive this chapter (no events reported in 2016)
    - We need a contact person for EMBS at the UofM to be engaged
4. Vice-Chair Report
  - a. All L31 forms have been completed
  - b. Everything should be submitted, we just need to initiate the review process
5. Treasurer Report (Nuwan Perera sent regrets)
  - a. Nuwan now has Netsuite access
  - b. WIE now has a Netsuite account
  - c. Still working on signing authority
6. Secretary Report
  - a. Updates from Dario Schor
    - Worked with YP to complete L31 forms for 2016
    - 13 members from the Section have been elevated to 'Senior Members' in 2017
  - b. Updates from RobConIM
    - Seminar that was originally planned for March (Robot Operating System) has been moved to September due to the speaker's availability
7. IEEE Canada President Update (Witold Kinsner sent regrets)
8. IEEE Canadian Foundation Report (Not in attendance)
  - a. New IEEE McNaughton Learning Centre opened in Lakehead

9. Membership Development Update (Dario Schor sent regrets)
  - a. See the Secretary's report
  
10. Chapter and Affinity Group Reports
  - a. Communications (JC)
    - No updates, thinking about bringing a DL
  - b. Computer and Computational Intelligence (IJ)
    - Chris Henry is working on bringing a speaker before the end of term
  - c. EMBS (BP)
    - Would like to bring in a DL to give a seminar at the University plus a talk at the Canadian Medical and Biological Engineering Conference in Winnipeg (May 24-26 2017)
    - IEEE Winnipeg could have a presence at the conference
    - Local expenses would be for 3 days, approximately \$800-900
      - i. We usually fund about half that amount for DLs
    - BP will talk with Sherif or Sergio (this should be dealt with at the Chapter level first)
    - The DL will usually provide an estimate of their expected local costs upon request
  - d. EduManCom (Not in attendance)
  - e. PES (Not in attendance)
  - f. Waves (Puyan Mojabi sent regrets)
    - Hosted a DL from VTS (Prof. Goeffrey Ye Li)
  - g. RobConIM (Sean O'Brien sent regrets)
    - See the Secretary's report
  - h. GRSS-AES (Not on attendance)
  - i. YP (Not in attendance)
  - j. Life Members (Not in attendance)
  - k. WIE (NA)
    - Held an outreach day (collaborated with Girls in Gaming) an Tec Voc Highschool
      - i. 30-40 students
      - ii. Robotics workshop, well received
  - l. TISP (Witold Kinsner sent regrets)
  - m. Newsletter (Not in attendance)
    - New issue planned for April
    - Submit articles for this issue to Brent by March 31
  
11. Reports from student branch chairs
  - a. University of Manitoba (CT)
    - Helped TISP with an event (Arduinos)
    - April 8<sup>th</sup> outreach event planned for HS students (robotics)
  - b. Lakehead University (Not in attendance)
  - c. Assiniboine College (Not in attendance)
  - d. Red River College (Not in attendance)
  
12. New business
  - a. Investment review
    - The returns the last three years have been on the order of 0.2-0.3%
    - We can look into other investment options
      - i. SK will provide information on moving the investments to the ICF fund

- a. The principal will likely be forfeited (donated) in this case
- We will look into the available options to discuss and vote at the next meeting

**ADJOURNED (IJ) at 18:25**