

IEEE Meeting Proposed Agenda

Expected Date of Meeting: November 23 2024, 12:00 PM

Expected Duration: 85 minutes

Location: STE 4026 / Online at: <https://meet.google.com/xmj-kmvy-vbm?authuser=2>

Agenda

1. Call to Order
2. Land Acknowledgement
3. Roll Call
4. Meeting Rules
5. Administrative Motions
6. Executive Updates
7. Motions
8. Discussion
9. Varia
10. Adjournment
11. Closing Remarks

IEEE Meeting Minutes

1. Call to Order (1 min)

The meeting was called to order at 12:11PM

2. Land Acknowledgement - Reconnaissance des Terres (3 mins)

As we gather here today, we begin by paying our deepest respects to the Algonquin and Mohawk people, the original inhabitants and enduring stewards of the land on which we stand. This land, part of a region with a rich tapestry of Indigenous nations, remains unceded and unsurrendered, resonant with the pulse of millennia of Indigenous presence, culture, and guardianship. We recognize the Algonquin and Mohawk as the traditional guardians of this territory, a responsibility they have borne with reverence and resilience throughout the generations. Their ties to the land are ancient and enduring, woven into the fabric of their cultures and identities, a sacred connection that persists in the face of challenges and changes. We are reminded that our presence here is interconnected with the longstanding histories and rich cultures of Indigenous peoples who have cared for this land from time immemorial.

We acknowledge the traditional knowledge keepers, those who carry the wisdom of the ancestors, the stories of the land, and the teachings of the natural world. They are the custodians of an invaluable legacy that continues to guide and enrich our communities. Their wisdom, passed down through generations, remains a beacon that lights the way for sustainable coexistence with the land and with each other. We also honor the courageous leaders, those who have come before us, those who stand among us, and those who are yet to emerge. Their leadership, grounded in the principles of justice, sovereignty, and self-determination, paves the path for future generations. They stand as testament to the enduring spirit and resilience of Indigenous peoples, facing adversity with strength and unwavering resolve. Lastly, we recognize the youth, the emerging generation of Indigenous leaders and knowledge keepers, who carry forward the hopes and dreams of their ancestors. They embody the potential for a future that holds respect, recognition, and reconciliation at its core.

In our acknowledgment, we affirm our commitment to learning, to understanding more deeply the history and the living legacy of colonialism. We pledge to engage in dialogue, to listen with open hearts, and to forge relationships built on mutual respect and shared purpose. We invite those who are not on this land to reflect upon the territories they occupy, wherever they may be. Resources such as native-land.ca can offer guidance in identifying the Indigenous lands on which we live, work, and gather, encouraging an ongoing process of learning and recognition.

As we walk forward, may we do so with mindfulness of the past, attentiveness to the present, and unwavering commitment to a future where the rights and treaties of Indigenous peoples are upheld and honored. In the spirit of peace and friendship, we continue to seek ways to live and work on these lands in harmony with the people who have called this place home since the beginning.

For countless generations, the Algonquin and Mohawk peoples have maintained an unbroken bond with this territory, a relationship that has never been formally ceded or surrendered. Their resilience in the face of adversity and their profound understanding of the land's secrets are awe-inspiring. We look upon their stewardship with admiration and gratitude, recognizing that their ancient wisdom continues to enrich our collective journey on this shared earth.

It is our privilege to extend our deepest appreciation to the traditional knowledge keepers who, whether young or old, stand as the living repositories of wisdom. Their profound insights, teachings, and the continuity of ancient practices offer a profound insight into the intricate web of life that surrounds us. With profound humility, we embrace the lessons of the past and present, knowing that they guide us toward a more harmonious and sustainable future.

As we stand on this sacred ground, let us carry forward the lessons of the Algonquin and Mohawk nations, the collective wisdom of Indigenous peoples, and the aspirations of those who lead us into the future. Let this

acknowledgment serve as a poignant reminder of our shared responsibility to honor the land, respect its custodians, and work collaboratively for a more inclusive, equitable, and sustainable world. For those who are not in Ottawa, please refer to <https://native-land.ca>.

3. Roll Call (2 mins)

Present - Présent.e.s

- Executives:

Manaal

Fayza

Madison

Jad

Kevin

Xavier

Aya

Abby

Akhil

Eric

Ayush

Samuel

Sacha

Freddy(online)

Ria(online)

Quinn(online)

Somana(online)

Freddy(online)

Idika(online)

Josue(online)

Absent

4. Meeting Rules (2 mins)

Speaking Order

- Point of Privilege
 - Pinky finger raised / "P" in the chat
- Clarification / Point of Parliamentary Inquiry
 - "C"-shaped hand raised / "C" in the chat
- Reply to current discussion point
 - Two fingers raised / "2" in the chat
- New point of discussion regarding current motion/matter
 - Index finger raised / "1" in the chat

Requests and Inquiries

- Point of Privilege: request for immediate assistance, requesting to be temporarily excused from the meeting, unable to hear speaker
- Clarification: asking someone to repeat what they said, expand on an acronym, or provide a definition/context to what they are saying. Cannot be used to add new material.
- Point of Parliamentary Inquiry: asking the Chair for their opinion (not official ruling) on a matter of procedure.
- Circular discussion / "Calling to Question": Calling the current discussion circular calls on the Chair to assess the immediate relevance of current discussion. If found to be circular, the Chair may allow a "Call to Question" which requires $\frac{2}{3}$ of executive support to pass. If the Call to Question passes, the motion immediately enters a vote.
 - Circular hand motion / "Circular" in the chat
 - "I would like to call to question the current motion"

Voting: Performed through raised hands, either in person or over the Google Meet, in the following order:

1. Those declaring Conflict of Interest (counted as Abstentions)

2. Those In Favor
3. Those Against
4. Those Abstaining

5. Administrative Motions (5 mins)

Title:	Adoption of the Agenda		
Mover:	Jad	Seconded:	Akhil
Language:	English		
BIRT	The agenda be adopted as presented.		
Result:			
Discussion:	Motion to amend agenda to move to Motions first, Seconded by Manaal, passes unanimously		

Title:	Approval of Previous Meeting Minutes		
Mover:	Jad	Seconded:	Aya
Language:	English		
BIRT:	The minutes of the previous meeting be approved, as presented: https://docs.google.com/document/d/1OyVJm9uuNTIXVTTCr4u8pLkHNErUa_FvWbyqwvuahEk/edit?usp=sharing		
Result:	Motion passes		
Discussion:			

6. Executive Updates(Asynchronous) (40 mins)

- **Manaal - Chair**

Manaal: I have been working for getting funding for BR. Next on my to-do list is working on compiling everything we are doing for Ottawa section.

- **Jad - Vice-Chair**

- Lot of BR things
 - Setup the team with the CU co-lead, thank you all for joining 😊
 - Got people from uO GDC, we got a great team going
 - Made a team handbook, with everyones roles and responsibilities for a bit of clarity
 - Had our introductory meeting, yesterday, everyone met, roles introduce and setting up meetings with each team with my other co-lead
 - UBC will be joining us, and reaching out to everyone across the country
- Cookies and Cram:
 - Had a meeting with Sam about organizing it, sorted out some EEF stuff
- Movie Night:
 - Making budget and sorted out EEF, it'll be fun
- Cram Jam:
 - Met with CSSA ESS about it
 - Discussed logistics and ig post
- ESS stuff

Jad: Lot of BR stuff and got kicked off 2 weeks ago after our last meeting. We set up the team over this time. Manaal will be logistics lead, Sacha maybe webmaster, we'll see. Maddy will be marketing lead, Quinn will be general logistics member and Ria will be designer. We also have UBC joining us which is exciting. We had our first intro meeting yesterday. Should be a very fun event to plan. Cookies N Cram had a meeting and currently organizing it. Also worked on Movie night for the budget. For ESS, I am the temporary ESS rep

- **Freddy - Treasurer**

Freddy: Processing reimbursements and lot of contacting EEF and got approved 2000 from UOSU for winter

- **Quinn - VP Social**

- No updates

Quinn: working on Vtools with Manaal.

- **Aya - VP Merch**

- No updates 😊

- **Xavier - VP Equity**

- Equity Training today WOOHOO!!!

- **Kevin - Secretary**
No updates
- **Fayza - Mcnaughton Director**

No updates

- **Farah - VP External**
 - Helping Abby with bmdes industry night
 - BR
 - Got admin access for emails on my BR email - will assign to team soon.
 - Will get budget done after first full team meeting m
 - SPAC
 - Email to Daniel Azzi
 - Forwarded C and VC IEEE APS emails about the conference in July.

- **Eric - VP Internal**

- I have been very busy with CTN and capstone

Eric: Very busy with capstone, CTN and Hack The Hill and I will be helping the JMTS Gala and was thinking of the Hack The Hill hardware agreement signed, I would like a new hardware event in the sensor suite program based off some of the hardware we have.

Quinn: When is the JMTS Gala

- **Samuel - VP Academic**

- Cookies and Cram
 - Need the exam dates as soon as possible
 - I want to confirm how these cookies are going to be made

Sam: I don't have other people's exams dates yet.

Jad: the exam list was updated so we should be good now

Manaal: Is the logistics figured out?

Sam: I have questions about the cookies

Jad: we can all bake cookies separately

Manaal: How are figuring out reimbursements

Jad: that is the thing, we all need to get receipts and set a baseline for ingredients

Manal: Have 2 teams who buy the ingredients. The more complicated the receipts are the harder it is, especially approaching December.

Jad: the money for cookies n cram is for all food and we can get some drinks not all of it should go to cookies.

- **Sacha - Webmaster**

- It's pretty obvious at this point

Sacha: might will prob on the website improvements Eric and Ming mentioned later on

Manaal: Can we take out the facebook link from the website

Akhil: For the facebook thing I don't have the login to that if we want to do something with that

Jad: freddy just some things you can do for the budget, some of the funding sources are wrong. Industry night is EEF, WIE study is also EEF

Manaal: We need to make sure that our budget should be very clear and professional. Just look at the budget again and fix small errors. Last year we had leftovers because we need to make it clear how much was approved, how much was spent etc.

- **Ria - Design Commissioner**

- Created the Cram Jam collab post
- Created the movieee night post
- Created the WIE trivia night post
- Helped WIE with W&C patronage package

Ria: created the cram jam, movie night, WIE trivia night posts and helped WIE too.

Jad: Forgot to mention the cram jam event which is a collab event with ESS

- **Ming - CEG Commissioner**

- CAN SBX info session jan 11th
- PCB workshop jan 18th, hosted by uoRover members
- EEF budget for sensorsuite has been completely spent.

- **Abby - MDD Commissioner**

- STEM 117 booked for Industry night (thank you Farah)
- Working on budget
 - should be done by Monday for approval

Abby: working on the budget for all the food and should be ready by monday

- **Ayush - ELG Commissioner**

Been providing and is going to provide Samuel with emotional support for Cookies and Cram.

Ayush: providing Sam with support for cookies n cram

- **Josue - Translation Commissioner**

No Updates

- **Idika - SEG Commissioner**

- Not a lot of updates; have been super sick for the last week
- I will help with cookies and cram when I get a better
- Apologies for not being super active; have been sick and the end of semester has taken a lot of time

Idika: Have been very sick, I will help with cookies n cram when I get better.

- **Akhil - VP Communications**

- Had fun at Trivia and Game Night with WIE!
- MovIEEE Night is tonight! Hope those joining are looking forward to seeing Cars!
 - Do not touch the snacks until the event starts (I know the popcorn seems tempting).
- Got onboarded for BR. Looking forward to it!
- Sorry I haven't been the most active in the org, end of semester crunch has been chewing up my time.

Akhil: Movie night is tonight so get excited and get onboarded on the BR team. Sorry for not being active, the end of semester crunch is getting to me.


Affinity Groups

- **WIE - Women in Engineering WIE chair (Madison) and WIE Vice Chair (Somana)**

- WIE Trivia Night
- EEF
- W&C

Madison: had our trivia night was super fun, been talking to EEF so hope everything works out. Have some more Wine and cheese talk

7.Motions (10 mins)

Title:	Motion to allocate funding for MovIEEE Night		
Mover:	Akhil	Seconder:	Eric
Language:	English		
BIRT:	<p>WHEREAS the purpose of the event is to foster community engagement among IEEE members and provide an opportunity for networking and relaxation in a casual setting.</p> <p>BE IT RESOLVED IEEE uOttawa allocate \$200 for MovIEEE Night, to cover costs including but not limited to venue rental, snacks, beverages, and promotional materials.</p> <p> Movieeee Night Expenses</p>		
Result:	<p>In favor: 16</p> <p>Motion passes</p>		

Discussion:	<p>Jad: We were cut 100 for movie night due to EEF funding and the totals for the funding do not make sense from EEF. EEF gave us 2030 but they gave us 2270 which makes no sense. Yesterday Freddy sent an email to Daniel if we can move movie night for 200. Originally we had 100 now motion is for 200 from EEF</p> <p>Eric: this is in budget? Do we have money for this?</p> <p>Jad: all EEF funding</p>
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Title:	Motion to Elect a Representative from the IEEE uOttawa Student Branch for ESS		
Mover:	Manaal	Seconders:	Fayza
Language:	English		
BIRT:	<p>WHEREAS An IEEE representative for ESS must be elected in accordance with the ESS Policy and Procedure Manual.</p> <p>WHEREAS A representative is vital on the ESS Board of Directors from the IEEE uOttawa Student Branch as a liaison to strengthen collaboration and communication.</p> <p>BE IT RESOLVED THAT Jad Mghabghab be elected as ESS Representative</p>		
Result:	Motion passes unanimously		
Discussion:	<p>Manaal: We are a sub association under ESS, so as one we need an official representative for the ESS board of director meetings. So any person in ESS who has questions for our branch goes to this representative. I just suggest Jad as he's been doing it and he's an engineer.</p> <p>Jad: So are there any other candidates?</p> <p>Move into motion</p> <p>4</p>		

Title:	Motion to move into camera		
Mover:	Madison	Second:	Somana
Language:	English		
BIRT:	Be it resolved that the meeting move into camera for a discussion about Wine & Cheese 2025		
Result:	Motion passes unanimously		
Discussion:			

8. Discussion(20 minutes)

9. Varia (1 min)

Subject: I would like to motion to remove my previous motion (did an oppsie)
Name: Manaal

**I move to rescind the motion to elect Jad as a Sub Association Representative for ESS.
Eric Seconds.**

Motion Passes Unanimously

Discussion: I misread the policy manual, we can only move/elect this during a General Meeting, so we can motion for this during our December AGM.

Manaal: I am going to motion to rescind my previous motion so we take that motion for the next general meeting. This motion needs a majority vote for it to pass.

10. Adjournment (1 min)

Title:	Adjourn the meeting		
Mover:	Jad	Second:	Quinn
Language:	English		
BIRT:	The meeting be adjourned at 1:13		
Result:	In favor: 17 1 opposition(notably Akhil)		
Discussion:			

Closing Remarks