

2022-11-04

IEEE Proposed Agenda

Expected Date of Meeting: 5

Expected Duration: 90 mins

Meeting Number:

Agenda

1. Roll Call
 2. Call to Order and Introduction
 3. Adoption of Previous Meeting Minutes
 4. Adoption of Agenda
 5. Robert's Rules Explained
 6. ByElections Call
 7. WIE Positions
 8. Updates
 - a. Executive Team
 - b. WIE Affinity Group
 - c. Photonics Society Chapter
 - d. First Year Representatives
 9. Varia
 10. Closing Remarks
-

IEEE Meeting Minutes

Starts:**In Attendance:**

- Stefan
- Rikki
- Disala
- Emma
- Nyah
- Pavly
- Kaitlyn
- Steven
- Ben
- Sultan
- Jean
- Nizar *late
- Saheen
- Anjie
- Saif
- Ming
- Ethan

Excused Absences:

- Abby
 - Sophie
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Call to Order and Introduction

- Rikki: "Thanks for coming!"

Adoption of Previous Meeting Minutes

- Rikki motion to adopt previous meeting minutes
- Second: Pavly
- No opposes, no abstentions, motion passes

Adoption of Agenda

- Rikki motion to adopt the agenda
- Second: Stefan
- No opposes, no abstentions, motion passes

By-Elections:

- Candidates:
 - Amjad Taher - First Year ELG
 - Mohamad Sabbagh - First-Year ELG
- Format:
 - Introduction (45 seconds)
 - 1 Serious question (30 seconds)
 - 1 Funny question (30 seconds)
- Rikki motions for the duration of each question: 30 seconds for the serious question and 30 seconds for the funny question
- Second: Alae
- No opposes, no abstentions no motion passes
- First Candidate (Amjad Taher):
- Introduction:
 - “My name is Amjad Tahir, a 30-year-old returning student, through life experience that people don't know when to ask for help when needed or how to ask.”
- Serious question: Are you part of any extracurriculars?
- “I used to be part of two engineering clubs”

- Funny question: What does IEEE stand for (wrong answers only):
 - “-”
- Second Candidate (Mohamad Sabbagh):
- Introduction:
 - “I am an international student from Lebanon, I find Ottawa amazing and I joined other clubs, I have done multiple projects myself and getting inside the hardware area as well as programming”
- Serious question:
 - “I am part of uOttawa mileage club and working a lot with the team and elementary section in the electrical team, other than that I do a lot of sports which I enjoy.”
- Funny question:
 - “International extracurricular entrepreneurial events”
- Voting:
- First Candidate (Amjad Taher): 4
- Second Candidate (Mohamad Sabbagh): 13
- Abstentions: 1
- First Year ELG position winner: Mohamad Sabbagh

WIE Positions

- Kaitlyn: “We are thinking of adding more positions such as WIE Treasurer, and what positions you think should be added and we want everyone to vote in the next meeting”
- Alae: “The new positions won’t be considered executives and you don’t need the other members’ approval to add new positions”
- Sultan: “It may be worth discussing new additional positions to stay in IEEE politics”

- Alae: "IEEE Canada system on Affinity groups do not allow affinity groups positions except Chair and Vice-Chair to vote."

Updates

Executive Team:

Chair (Rikki)

- Attended equity training of ESS
- Attended Student Congress with Alae
- Learnt to use VTools and analytics properly and record all the events participants' number
- IEEE day was good and very successful, happened on October 4th and shared some pictures with IEEE Canada
- Sent the annual report of 2021/2022 to IEEE Canada and started 2022/2023 to share plans with IEEE Canada

Vice-Chair (Alae)

- Attended Student Congress with Rikki, which was a good opportunity for networking.
- Talked with IEEE UofT chair about events.
- Steven and I have been planning CEG panel.
- Most of yesterday's events were software or ELG oriented and decided to do CEG panels
- "If you are interested to help the panel let me know"

Treasurer (Ben)

- The reimbursement system is now different and will be easier for us and signing authorized and keeping track of reimbursements will be easier.
- Fill out the form, put the receipts and all in the same form and you can do up to 5 items for reimbursements.

Secretary (Nizar)

- Joined the Hackaton team as secretary

VP External (Disala)

- IEEE Ciena events were successful and made a good faculty connection with them
- We have 15 members for the Hackaton event and our goal is to host the biggest Hackaton in Ontario
- Carleton is struggling to find members and leads for the Battle Royale, we are looking to do the event alone but it is going to be tough with the 1000\$ budget and thinking of doing it fully online.

VP Internal (Ming)

- Helping Disala with the hackathon
- E

VP Social (Ethan)

- Looking more into the exec bonding
- After the midterms, I will start working on the Linux workshop I talked about at the beginning of the semester

VP Academic (Stefan)

- Working with Disala in the Hackaton

ELG Commissioner (Abby)

CEG Commissioner (Steven)

- CEG panel talked about it, and for now we have 53 participants
- Hackaton related we are hosting a Resume Roast on November 16th.
- For CEG hangouts will be delayed

SEG Commissioner (Saheen)

- {Ian to host a cryptography talk sometime in the winter semester.

VP Communications (Pavly)

- Promoting a lot of events and our social media is growing
- Keep reposting posts I share with you.

- Fulfil the execs shitpost form and hopefully will be rolling out hopefully at most by the end of the year.

Design Commissioner (Emma)

Translation Commissioner (Saif)

- Helping the hackathon team with translations

VP Equity (Anjaliya)

- Will be sending a list of potential workshops that can be hosted

VP Merchandise (Sultan)

- Getting samples of the hoodies.
- Receiving feedback on the 6 designs.
- Sultan: "The supplier is American"

McNaughton Centre Director (Juan)

- office is safe now !
- buying McN gear soon
- need help from comms to write an email to faculty for the McN grant if possible, deadline Nov 15

Webmaster (Loic)

- maintaining the website, and helping out CSCE with their website
- You can send me your pictures to be added to the members list on the website

WIE Affinity Group:

Chair (Sophie)

- attended WIE summit sept 24,25
- attended section meeting to ask for funding for WIE ILS, have to send receipts to Ottawa section treasurer and chair instead
- eef funding for part of conference fees was granted in full

- big eng little eng pairings are out, and first meet up is nov 10 5-8pm (board game night CBYA04)
- have had two WiT offers for panelists
- met with carleton to discuss w&c in october, hoping to monthly meetings in the fall, more frequently in the winter

Vice-Chair (Kaitlyn)

- Attended WIE summit
- Attended section meeting to ask for funding for WIE ILS
- Attended EEF Funding meeting
- We sent big eng and little eng pairings and the first meet up will be november 10th from 5pm to 8pm and will feature a board game night.
- Started emailing companies for Women in Tech panel
- Met with Carleton to discuss Wine&Cheese in october and hoping monthly meeting
- Helping with the Hackathon

Design Commissioner (Nyah)

- Working on big eng little eng
- Helping with the hackathon

Photonics Society Chapter:

Chair (Omid)

Vice-Chair (Maryam)

Representatives:

First Year ELG Rep (Mohamad)

- Elected Today

First Year CEG Rep ()

First Year SEG Rep (Sacha)

- Helping with the hackathon event

Varia

- no varia

Closing Remarks

- Rikki motions to adjourn the meeting
- Second: Loic
- Oppose: Pavly
- No abstentions, motion passes