

# Minutes of the IEEE South Saskatchewan Section ExCom Meeting

**Date:** Thursday, February 25th, 2021 at 5:00pm

**Venue:** Zoom 961 2664 2207

## **Attendance:**

### **Voting Members**

Irfan Al-Anbagi	Chairman
Raman Paranjape	Vice-Chairman, and Immediate Past Chairman (Ex-officio)
Kin-Choong Yow	Secretary
Moeed Shamim	Treasurer, and eNotice Coordinator, and vTools Coordinator
Shahedur Rahman	Membership Development Chair
Aditya Pathak	Student Activities Chair
Tessa Herzberger	Assistant (Grad Student Rep)
Victor Edoho	Coordinator (TISP)
Adam Tilson	Webmaster, and Regina Engineering Society (RES) Rep, and Computer Chapter Chair (Ex-officio)
Reagan Ong	WIE Affinity Group Protem Chair (Ex-officio)

### **Non-Voting Members**

Mohamed Ahmed	YP Affinity Group Vice-Chair
---------------	------------------------------

### **Regrets**

Brent Maksymiw	Membership Development Co-Chair
Zhanle Wang	Professional Activities Chair
Jason Whitelaw	YP Affinity Group Chair (Ex-officio)
Usman Munawar	PES/IAS Joint Chapter Chair (Ex-officio)
Kaylee Tumack	WIE Affinity Group Protem Vice-Chair
Doug Wagner	Student Branch Advisor

1. Call to Order (Irfan Al-Anbagi)

The Chairman called the meeting to order at 5:00pm.

2. Acceptance of the meeting agenda

**Motion** – To accept the agenda as circulated.

Carried. [Adam/Shahedur. All in favor]

3. Acceptance of the previous minutes

**Motion** – To accept the previous minutes as circulated.

Carried. [Kin-Choong/Victor. All in favor]

4. Section Update (Irfan Al-Anbagi)

Irfan shared that he attended the Area West Chair's meeting (chaired by Bob Gill) and he had received a report that he will distribute it to all members. In essence, most sections have declining membership, and the big question is how to encourage participation/membership. Some of the suggestions were to give gifts to new and existing members. Irfan said that he showed our masks to them, and they were interested to use the same company to print the masks for their own sections. However, we cannot give money to members, only gifts. Also, IEEE has a 50% discount for student members until the end of February, so it only costs \$16 to join as student members. Irfan also informed everyone that there is the Board of Director's caucus meeting this Saturday and Sunday.

Raman suggested the pairing of students and member mentors to attract more student members. He suggested that we should just go ahead right now and start pairing students with members. All we need is just 20 mins chat every 6 months. Reagan pointed out that engineers are introverts and many will be reluctant to take part. Victor agreed to be paired up for such a session. Shahedur also agreed to be paired up too.

5. Approval of Educational Activities Chair (Irfan Al-Anbagi)

Tessa has agreed to serve as the Educational Activities Chair. She will serve concurrently as the Graduate Student Representative until she graduates from the University, which is going to be sometime in April this year.

**Motion** – To approve Tessa Herzberger as the Educational Activities Chair.

Carried. [Raman/Kin-Choong. All in favor]

6. 2020 Annual Report (Kin-Choong Yow)

Kin-Choong is almost complete with the 2020 Annual Report. Raman has concerns about releasing it to the members. Kin-Choong felt that members want to know about what the section has done in the past year, including its financial situation. Kin-Choong will send the report to everyone when it is completed and we can approve its distribution at the ExCom meeting.

7. Financial Update (Moeed Shamim)

Moeed reported that he is checking the website and getting familiar with the system.

8. 2021 ExCom Election Process update (Kin-Choong Yow)

Kin-Choong updated that we have 4 members who had agreed to serve as the Section Nominating Committee. They are Reagan Ong (member), Hamid Mousavi (graduate student member), Stefano Stefenon (graduate student member), and Soheil Vosta (graduate student member).

**Motion** – To approve Reagan Ong, Hamid Mousavi, Stefano Stefenon and Soheil Vosta to serve as the Section Nominating Committee in accordance to the duties specified in the IEEE MGA Operations manual, section 9.4G .

Carried. [Kin-Choong/Raman. All in favor]

9. Student activities update (Aditya Pathak)

Aditya reported that he attended a seminar from Ontario and they presented on “Why join IEEE?”. Aditya felt that we could use that to attract more members.

10. Teacher In-Service Program (TISP) update (Victor Edoho)

Victor reported that he had no chance to schedule or do anything because of Covid-19. .

11. Computer Chapter update (Adam Tilson)

Adam reported that there were no updates.

12. Women in Engineering (WIE) update (Reagan Ong)

Reagan reported that there were some technical issues with the forming of the WIE affinity group, due to not enough WIE members. She managed to solve the problem and she finally got it submitted. Irfan remarked that we have to get it done before August.

13. Canadian Conference on Electrical and Computer Engineering (CCECE) update (Raman Paranjape)

Raman reported that there is no update. He said that we should start booking venues from August 2021. We will need about two years to get everything ready for the conference. The conference is typically held in May.

The meeting adjourned at 6.00pm [Raman].