

Minutes of the IEEE South Saskatchewan Section ExCom Meeting

Meeting will be held via

Date: Wednesday, January 25th, 2023, at 6:30 PM

Venue: Zoom 922 8613 4089

Chair	Kin-Choong Yow	Y
Vice-Chair	Shahedur Rahman	Y
Secretary	Usman Munawar	Y
Treasurer	Adam Tilson	Y
Membership Development	Nisjad Shahriar	
Membership Development (Co-chair)	Aoun E Muhammad	
Professional Activities	Zhanle Wang	
Educational Activities	Tessa Herzberger	
Student Activities	Aditya Pathak	
Student Representative	Aliasghar Salehpour	Y
Representative (Regina Engineering Society)	Adam Tilson	Y
Coordinator (STEM)	Soheil Vosta	Y
Assistant (Grad Student Rep)	Seyed Hamid Mousavi	
Computer Chapter Chair (Ex-officio)	Adam Tilson	
PES/IAS Joint Chapter Chair (Ex-officio)	Usman Munawar	
YP Affinity Group Chair (Ex-officio)	Babith Varghese	Y
WIE Affinity Group Chair (Ex-officio)	Reagan Ong	Y
Immediate Past Chair (Ex-officio)	Irfan Al-Anbagi	
Immediate Past Treasurer (Ex-officio)	Moeed Shamim	
New Member	Waleed	
New Member	Behroz	
New Member	Daniel Bedard	
Webmaster	Adam Tilson	
vTools Coordinator	Moeed Shamim	
eNotice Coordinator	Moeed Shamim	
Advisor to Student Branch	Doug Wagner	
CCECE 2023 Organizing Chair	Raman Paranjape	Y
Branch Representative	Brennan Rotelick	
Uregina Student branch Counselor	Doug Wagner	
Sask PolyTech (Moose Jaw) Branch Counselor	Babith Varghese	
IEEE PES/IAS Chapter Vice Chair	Samia Sami	Y

Attendance:

1. Call to Order (Yow)

The Chairman called the meeting to order at 6:30pm.

2. Acceptance of Agenda

Motion – To accept the agenda as circulated.

[Babith/Usman] All in favor. No objection and motion carried.

3. Acceptance of Minutes

Motion – To accept the previous minutes as circulated.

Minutes: [Usman/Ali] All in favor. Motion carried.

4. Financial update – Adam

Current stats of the CIBC account show 36k CAD.

Motion 1: To approve \$20 meal allowance for members unable to attend ExCom meetings in person.

- Motion passed after the discussion and voting (5 in favor/ 4 not in favor) [Adam/Babit]

Motion 2: To approve mileage claim for ExCom members who live outside of Regina for the AGM and one ExCom meeting.

- Motion passed after the discussion with all in favor. [Usman/Adam]
- The estimated Moose Jaw TA will be around 80 CAD.
- In order to support the representation from Sask Poly tech, AGM + 1 time travel grant will be provided.

5. Section update + New Initiatives

- Website competition proposed by Usman to support the new initiative of website design.
- Volunteer/Academic/Industrial awards will be introduced.
- Each OU will organize 2 activities.

6. MGA Operations Manual

- Dr. Yow presented the MGA operational manual and aware the new/existing members about Section/Chapter/Branch Operations.

7. Section Roster 2023

- Dr. Yow shared the section roster for 2023 (Section Roster Attached)

8. Workplan 2023 + Budget 2023

- Dr. Yow discussed the workplan and budget for 2023 activities. We are more flexibility this year to organize activities in term of budget. (Budget and workplan attached)
- Dr. Yow also asked OU to share activities for year 2023 which they would like to plan.

Mock interview:

- Proposed date is 18 March/ Venue: Classroom (Sask poly Moose jaw can organize this activity separately).

9. CCECE 2023

- Dr. Raman shared the updates on the Keynotes, sponsorship, conference application approval status.
- Work on website is initiated.
- Delta hotel is finalized.
- Target is set to 120 participants.

10. Sections Congress SC2023

Selection of delegates:

- **Motion 3:** To send Dr. Yow as Primary Delegate to SC2023
- **Motion 4:** To send (Rep. From Moose Jaw) as Secondary Delegate to SC2023. IEEE will only provide partial funding for the Secondary Delegate. IEEE Sosask will cover the rest.

Motions were unanimously approved.

11. URegina Project Day Sponsorship (Sat Apr 1st 2023)

Motion 5: To sponsor \$1,000 to URegina for Project Day 2023

- As per past practice, motion approved unanimously.

12. Elections 2024

- As per practice, preparation of elections 2024 will be initiated.

13. AOB

- None

The meeting adjourned at 8:15 pm [Usman]. Dr. Yow thanks all members for joining IEEE Section ExCom meeting today!