

Meeting Minutes

IEEE Executive Committee

August 16th, 2020



1. CALL MEETING TO ORDER

Motion: Riley
 Second: Jonathan

2. CALL FOR QUORUM

ABSENT	PRESENT	POSITION	MEMBER	SIGNATURES
	x	Chair*	Alexandria Shields (Lexie)	 Alexandria Shields (Aug 18, 2020 16:05 MDT)
	x	Vice Chair*	Jonathan Tu	
	x	Finance Director*	Rafeh Khan	 Rafeh Khan (Aug 18, 2020 16:10 MDT)
	x	Academic Director*	Devin Ramaswami	 Devin Ramaswami (Aug 19, 2020 02:54 CDT)
		Social Director*	N/A	
	x	Public Relations Director*	Austin Grismer	 Austin Grismer (Aug 31, 2020 18:39 MDT)
	x	McNaughton Director*	Braeden Leisler	 Braeden Leisler (Aug 25, 2020 13:25 MDT)
		Illumination Director*	N/A	
		Community Outreach Director*	N/A	
	x	Grad. Banquet Director*	Riley Stevenson	 Riley Stevenson (Aug 25, 2020 20:37 MDT)
		Robotics Coordinator	N/A	
		Grad. Student Rep.	N/A	
		Second Year Rep.	N/A	
		Third Year Rep.	N/A	
		Fourth Year Rep.	N/A	

* Indicates Officer positions entitled to vote and compose the "Executive Committee".

Executive Meetings are only to be attended by Executive members, the Class Representative Committee and any non-Executive individual(s) invited by the Branch Chair for official purposes (Constitution Article 9, Section 2).

Quorum for any Executive meeting is two-thirds of the Executive. No motions can be passed without quorum. With quorum, all motions may be passed by simple majority vote (Constitution Article 9, Section 4).

3. Accept meeting minutes from last meeting

Motion: Rafeh
 Result: Pass
 Against: 0
 Abstain: 0
 For: 6



4. NEW BUSINESS

4.1. Executive Items

Chair

- NSS Meeting
 - Our department wants to have a conference with all the ECE students
 - Will tell the NSS there is interest, possibly during the first week of school
 - They want us to send out an email about the Extreme Coding Competition
- USSU Ratification
 - They have changed some of the requirements
 - Requiring more information on members, budget summary, and list of events
- Building access
 - Received an email from building faculty that another round of students will have access to the building.
 - Braeden will apply to get access to the building
- Orientation
 - USSU is doing an online orientation
 - They want a boomerang and write up about ECE
 - They will have web conference slots for us to talk about our college/discipline
 - Lexie, Jonathan, Riley, Braeden (Sept 2nd 1pm)
- USESF
 - Having a meeting on August 29th to determine the final representatives
- APEGS
 - Sponsorship for events applications are open (2021 year)
 - Need to apply for it by September 8th
- Google System
 - Contact page is going to be a broken link soon
- IEEE Congress
 - Now online, can register until August 22nd (event is on August 29th)

Vice Chair

- Asking Jordan for the list of the previous IEEE members



Financial Director

- Need Lexie and Braeden to help sign some documents (signing authority)
- Postponing the motion to shutdown the Community Outreach bank account

Motion to change the IEEE account signing authority to Braeden, Alexandria, and Rafeh

- Motion: Rafeh
- Result: Pass
- Against: 0
- Abstain: 2 (Rafeh, Braeden)
- For: 4

Academic Director

- Will not be getting industry funding, all companies that were contacted are unable to provide funding
- Looking at tutorial options (Discord, WebEx)
 - Possible testing during September

Social Director

- Not Present

Public Relations Director

- Working on the orientation video
- Possibly using Discord, Twitter, and Instagram in addition to email for advertising events

McNaughton Director

- Nothing to report

Illumination Director

- Not Present

Community Outreach Director

- Not Present

Graduation Banquet Director

- Will start to advertise to get people on the Grad Committee



SPECIAL COMMITTEE ITEMS

Robotics Coordinator

- Not Present.

STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

- Nothing to Report.

Second Year Representative

- Nothing to Report.

Third Year Representative

- Nothing to Report.

Fourth Year Representative

- Motion to Appoint Dayne Gawley to be the 4th Year Representative
- Motion: Jonathan
- Result: Pass
- Abstain: 0
- Against: 0
- For:5

5. DISCUSSION

- Online events for term 1
 - Possible gaming events on specific days
 - Possible Games – League of Legends, Minecraft, Fall guys, Terraria, Jack box, etc
 - Possible prize systems
 - Conference with Johanson
 - Study sessions in the discord
- Talking about what the empty positions will look like
 - Social
 - Will look very different



- Will need to change the advertisement (more focus of online events)
- Community Outreach
 - More online events, seminar, charity events
- 2/3/4-year representatives
 - Will give announcements to their corresponding year
 - Can ask professors to do announcements before live WebEx Lectures
 - Be liaisons to the professors and IEEE executive
- Elections
 - Will have an election for all open positions
 - Need to advertise to increase turnout,
 - Possibly increase voting period
 - Stick to written paragraphs

CLOSING

1. Call meeting to close

Motion: Rafeh

Result: Pass

Against: 0

Abstain: 0

For: 5

2. Next meeting scheduled for

August 23rd 2020