

# Meeting Minutes

IEEE Executive Committee

January 19<sup>th</sup>, 2021



## 1. CALL MEETING TO ORDER

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Motion: Riley  
 Second: Leo

## 2. CALL FOR QUORUM

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ABSENT	PRESENT	POSITION	MEMBER	SIGNATURES
	x	Chair*	Alexandria Shields (Lexie)	
	x	Vice Chair*	Jonathan Tu	
	x	Finance Director*	Rafeh Khan	
	x	Academic Director*	Devin Ramaswami	
	x	Social Director*	Leo Blocka	
	x	Public Relations Director*	Austin Grismer	
	x	McNaughton Director*	Braeden Leisler	
		Illumination Director*	N/A	
	x	Community Outreach Director*	Nate Berzolla	
	x	Grad. Banquet Director*	Riley Stevenson	
		Robotics Coordinator	N/A	
	x	Discord Manager	Alex Bechtold	
	x	Grad. Student Rep.	Logan Markewich	
x		Second Year Rep.	Gedeon Isezerano	
	X		Hasin Raihan	
	x		David John	
	x	Third Year Rep.	Alex Bechtold	
x			Drew Johnston	
	x		Keaton Mollberg	
	x	Fourth Year Rep.	Dayne Gawley	
	x		Dayton Haubrich	

\* 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

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Motion: Braeden  
 Result: Pass  
 Against: 0



Abstain: 0

For: 8

## 4. NEW BUSINESS

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### 4.1. Executive Items

#### Chair

- SESS Board of Directors Meeting
  - Vote on that SESS that they can vote on the Conference on Sustainability from the Canadian Federation of Engineering Students (CFES).
  - Bielection happened
    - Clothing orders should be getting sorted out
- Google accounts
  - Remove any devices that aren't yours.
- Johanson meeting
  - 2<sup>nd</sup> years
    - They saw 10x more students dropped out of ECE on average
      - Some ideas of this is the work load (emphasis on EE221, lack of help)
  - If a class isn't going well from the Prof's end, Johanson will try get on the ball regarding that
- For IEEE members – consider joining the Women in Engineering (WIE) (free for IEEE members)
- Working on a budget for the next year (2021-2022)

#### Vice Chair

- Still need to copy over the old exams
- Need pictures from the new IEEE exec members
- Try to create additional pages for the chapters on the IEEE website

#### Financial Director

- Reimbursements are finishing up from last meeting

#### Academic Director

- Still working on finding tutors for the upcoming tutorials



## Social Director

- Big Brother Big Sister report is done
  - Had to do nothing on campus
  - Limit of 30 gifts for delivery (they delivered)
    - \$20-\$30 for each gifts
  - Signed up for ICF funding, receiving \$200
  - Cost \$629.21 (before the funding)
  - Recommending more funding if we are maintaining similar restrictions
  - Nate gave a huge hand in this
- Contacted the Hose and Hydrant
  - Talked about next fall if we are able to do events with them when the pandemic is over
- Game night next Friday Jan 29<sup>th</sup> (movie too)
- Feb game night
  - Need midterms dates
  - Looking at Feb 26<sup>th</sup> for possible day
- Looking for more 2<sup>nd</sup> years for these game nights and get them involved

## Public Relations Director

- Nothing to report

## McNaughton Director

- Nothing to report

## Illumination Director

- From Chair
  - PES – confirmed that they looking for a speaker
  - Nano Tech – organizing a meeting with them

## Community Outreach Director

- Nothing to report

## Graduation Banquet Director

- Sent out a survey to all graduating ECE, (from grad email and student center email)
  - 27 response
  - Will send out another follow up email soon
  - Approximately 63% said they will attend (17 of the 27)
  - Part of the survey asked for suggestions of what they would like to see



- Common suggestions included speeches from faculty, support engineers, alumni, and IEEE student executives.
- Gift packages
  - Possibly use last years travel mugs that were not able to be given out
- Survey about students giving their favourite memory from their degree

## SPECIAL COMMITTEE ITEMS

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### Social Committee

- Movie night on Jan 29<sup>th</sup> Friday
  - Sticking to classic genres, will send out poll
  - Will put out an advertisement through PR

### Discord Manager

- Would like the Discord link in the weekly emails.
- 1 new member since last week

## STUDENT REPRESENTATIVE COMMITTEE ITEMS

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### Graduate Student Representative

- Nothing to Report.

### Second Year Representative

- Motion to appoint David John to be a 2<sup>nd</sup> year rep
  - Motion: Leo
  - Result: Pass
  - Against:0
  - Abstain:0
  - For:8

### Third Year Representative

- Motion to appoint Kheaton Mollberg to be a 3rd year rep
  - Motion: Alex
  - Result: Pass



- Against:0
- Abstain:0
- For:8
- Have emailed all the EE 3<sup>rd</sup> year profs about the exam banks

## Fourth Year Representative

- Nothing to Report.

## 5. DISCUSSION

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- New IEEE Student Chapter – Nano Technology
  - Open to any IEEE members
  - Multidisciplinary group
  - Will be the first Nano Technology student chapter in Western Canada
  - Free for IEEE members and gain many benefits such as access to journals
    - Opportunity to network about nano tech and attend seminars
  - Looking for help to advertise and becoming members of this new student chapter
- Movie night
  - Genres – light hearted, comedy,
- USESF
  - Next funding deadline: next meeting we will find out
- Exam Bank
  - 2<sup>nd</sup> and 3<sup>rd</sup> years are contacting both terms profs to see who is ok with putting their exams in an exam bank

## CLOSING

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1. **Call meeting to close**
  - Motion: Dayton
  - Result: Pass
  - Against:0
  - Abstain: 0
  - For: 8
2. **Next meeting scheduled for**  
Jan 26<sup>th</sup> 2021 7 pm