

Lakehead University IEEE Student Branch Meeting

February 27th, 2009

Attendees: Greg Toombs, Dhaval Shah, Jason Gubbels, Joylyn Mendonca, Aaron Cole, Kris Scott, Ryan Crew, Dimitri Kurenkov, Ryan Clark, Shaka Archibald, and Brittany S.

Minutes

Agenda Items

Tasks

Amendments to the Constitution

- Executive Members introduced
- Dr. Christoffersen as IEEE appointee within the university

Some changes to the Constitution include:

- All subsequent elections will be partially supervised by Dr. Christoffersen.
- The Executive / Chair is to keep track of graduating members of the executive committee to avoid degeneration of the club.
 - o Positions of the chair, vice chair and secretary will be held for elections again before the end of the summer term.
- Activities requiring funds directly from the group will face a group vote to decide whether or not the activity shall be undertaken.
- Further ideas for changes to the constitution will be accepted for another week

Send your suggested changes to the constitution to Greg by the end of next week

Treasury Issues

- Switching the IEEE account to another bank
 - o Currently with CIBC which charges \$1 / month for funds <\$1000
 - o Club has lost \$100 since 2001 for this service
 - o Suggestions were made to change to PC Financial (no fee banking)
 - o New cheque book required.
- Campaign for “club” money from the university.
 - o Currently our only source of income is the IEEE.
 - o Suggested raising some money from the university since the IEEE is now officially a club with a formal executive and constitution.
- WI-FI in the clubhouse
 - o Unanimous decision by the members to have Wi-Fi access in the clubhouse and thereby purchase a router

Jason –set up a new account and info regarding the need for 2 signatures for transactions.

Jason to look into campaigning for club funding.

Jason to budget for a router as soon as the account is set up.

Standing Committees

- 3 committees:
 - o Programming Committee- in charge of setting up activities and meetings for the club.
 - o Publicity Committee- responsible for advertising the IEEE Lakehead chapter to the rest of the university eg. Kiosks, informational sessions , etc.
 - o Membership Committee- responsible for recruiting new members interested from the efforts of the publicity committee.
 - o Membership committee leader is a paid position by the IEEE and must keep track of the number of members acquired through this process. (IEEE membership costs for the chair of this committee are reduced when a certain number of members are signed in).
- Alain Richard, nominated for Programming Committee
- Ryan Clark , nominated and voted in for Membership Committee
- Andrew Hogan, nominated for publicity committee.

Greg to contact Alain and Andrew about the nominations.

Website: <http://ieee.lakeheadu.ca>

- Greg has made changes and upgraded the new website.
- Changes include:
 - o Calendar (right side)
 - o Twitter status (left)
 - o Photographs from previous events
 - o Upcoming activities and tutorials.
 - o Twitter camera feed.

Check for regular updates

Activities

- Seminar – Friday March 3rd. ATAC 1005 by Dr Picard on Medical Imaging using High Frequency beams
 - o Dr Christoffersen has asked us to attend it as a challenge proving this an easy task for Electrical engineers.
- Monday night Coding in C++ at 7pm
 - o Every Monday at 7pm, Greg will be conducting tutorials in C++
 - o All welcome to attend
 - o Attendance strongly encouraged for Joylyn, Dhaval, Jason and Aaron due to thesis work.

- VRLAB !!
 - o Virtual reality lab in the ATAC requires us to use it.
 - o Greg will meet with his contact Darryl Willick to discuss effective strategies for lab usage by the IEEE members.
- RoboCode
 - o Robot programming in Java
- Internal Project Competition
 - o Undergrad final year projects and graduate thesis projects/ simulations competition evaluated by internal staff and perhaps external industry judges.
 - o Must be completed by mid April (for undergrad).

Greg –to post seminar details.

Greg to speak to VRLab contact.