

McGill IEEE SB & WIE Meeting Minutes

Wednesday 22nd January 2014

1. Elections for the new committee 0th prio

Communication with Ali about list of candidates and their profiles (Ming via Email Jan 22 2014)

IEEE SB website update with candidates profiles (Hossain)

Formal election(TBD): Candidates info available to the public + 2~3 wks

- 1) Send email to inform ECE grad office
- 2) Coordinate with Ali
- 3) Declare the election results

2. Robotics talk advertisement(IEEE SB host) 2nd prio.

Date to be determined(TBD)

Website update with the event(Hossain)

Distribute the event via emails(TBD)

3. McNaughton center advertisement and report submission 1st prio.

Place and time slot for the robotic club to be fixed

Equipments available to students to be determined

Info session to be held on Fri Jan 31 2014.

- a) Preparation to the info session(TBD)
- b) Small meeting regarding logistics(Malika and Hossian) 17:00 Thu evening (Jan 23 2014)

4. Women in Engineering introduction session

Specific meeting to be determined

5. WIE T-shirt printing and claiming the funds

Specific meeting to be determined

6. Change of meeting time to 1630 Wednesdays?

New doodle sent out(Ahmad)

7. Visit to MDA, Montreal(Malika and Ming) 3rd prio.

- Opportunity of trip with 25 students
- Expectation of transport funding
- Need to contact EEGSS members for transportation information
- Transportation arrangement(TBD)
- Date to be determined