IEEE Proposed Agenda

Expected Date of Meeting : *October 2nd 7pm*

Expected Duration: *45 minutes*

Meeting Number: *6*

 Note Prior: All items in black are expected topics, all items in grey are `optional` for required occasion.

Agenda

1. **Call to Order and Introduction**   (Robert, 1 min)

2. **Adoption of Previous Meetings Minutes**   (Sean, 1 min)

3. **Adoption of Agenda**   (Sean, 1 min)

4. **Election of Commissioner of Translation**

5. **Updates**   (Each, 2 min)

6. **Motions**

7. **Discussions**
    a. Updated discussion on Budget
    b. McNaughton Centre Grant Funding Ideas (10m)
    c. Executive & General Merch Idea Starter (4m)
    d. Patches - one per discipline: ELG, SEG, and CEG (5m)
    e. Organizer identification card - exec ID and volunteer/organizer id separate (5m)

8. **Unscheduled New Business**   (Open)

9. **Closing Remarks**   (Robert, 1 min)

Call to Order and Introduction

Adoption of Previous Meetings Minutes

Adoption of Agenda

Election of Commissioner of Translation

Questions for candidates:

Q1. Why do you want to be part of IEEE?

Q2. What makes you a good candidate for this position? (in French)

Ali:

Intro:

- last year of his program
- went to a private French school overseas
- looking forward to getting to know all of us, enjoying the IEEE

Q1:

- looking to stay outgoing and involved

Q2:

- has lived in France for a while, studies in French, takes most courses in French

Nick

Intro:

- French high school
- as bilingual as can be

Q1:

- Enjoys board meetings, discussing with people, student politics

Q2:

- Great at French
- Always available by telephone
- Uses Antidote to spell-check (it is expensive)

Discussion:

- Robert mentions Ali has run 5 or 6 times before and is very motivated to be involved
- Tony says both levels of French are around equal
- Tae says first-years are less predictable, not as safe a bet
- Tony says we shouldn't choose based on year
- Scott mentions most of the board are in upper years; lower-years would be better for longevity
- Muffy agrees with Tae; making it to fifth-year shows commitment; it shows Ali will understand what time commitments he can take on
- Tony says we should make the decision by their French
- Sean responds their levels of French were said to be quite similar, there are other qualities relevant to how they'll fit in, how the IEEE can benefit them and vice versa

Vote:

Ali: 3

Nick: 5

Nick is voted in as Commissioner of Translation

Updates

Chair (Robert)

- Robert is extremely burnt out

- IEEE Day was successful, a lot of engagement; not that many memberships but decent

- Execs need to get their memberships *ASAP*, in order for us to get funding

- Ottawa chapter meeting tomorrow, Robert is asking for Rising Star travel costs, annual budget is being done

- We will not get membership funding, it is a hard rule in Ottawa

Vice-Chair (Amar)

Absent

Treasurer (Sanat)

Abstaining

Secretary (Sean)

Abstaining

WIE Chair (Michal)

Big Eng Little Eng:

- Heard it went really well :)
- Great attendance
- Women in Tech panel at the beginning of November, trying to get NSERC funding

WIE Vice-Chair (Shriya)

Absent

VP Academic (Marla)

Absent

VP Social (Madi)

- Engibeering happened, was really fun
    - It was still a mess, and Patty Boland's isn't a great venue. We will change to a nearby venue.
- The Office trivia is being planned
- We might want to do a spooky event/night

Heemel arrives

- Share any ideas you have with Madi!
- We wanted to do an Exec Thing this weekend, half of the people didn't answer on the form, it didn't work out
    - We can go to Heemel's house, Maison, etc.

VP External (Mahyar)

- Resume roast pushed back to next Friday (11th October) or Monday afterward (14th)
    - Tae mentions this is reading week Friday; maybe not a good day
    - Muffy suggests a Thursday
    - Robert says it can wait; rushing events doesn't tend to work out well

VP Internal (Tae)

- Subassociation games during NEM or Frost Week

Robert suggests a sexy new trophy, perhaps cement-based, certainly engineering-themed, very fancy; we might apply to EEF for it. Tae is down.

- Subassociation trick-or-treating?

- Currently on getting an application

VP Communication (Tony)
- No mailout submissions, will move future mailouts to a case-by-case basis
- Meet the exec -- will be organized soon, a Google Form will be sent around
- If you're posting anything on the Facebook page, please have a translation on it -- if you don't, let Nick or Tony know so it can be posted bilingually
    - "French coming soon" is not allowed, because it is not necessary, because our new Commissioner of Translation has committed to being available in emergencies
    - His number is (613) 898-1215
- Agile workshop didn't get a lot of traction:
    - Robert suggests focusing more on Instagram
    - Tony will do so, but is still putting a lot of focus on Facebook, will also get a Snapchat
    - Scott mentions a lot of first-years don't even have Facebook
- Should we keep using Slack?
    - Tae is in favour of it, asks how many really read everything in the Messenger chat (5 raise their hands)
        - Being able to limit notifications to some specific important channels is very useful for getting things read
            - Madi responds we should read everything in the shared groupchat, we can individually DM people if necessary
            - Tae reads the chat while pooping, or at home
            - It's a lot of work to DM everybody who hasn't responded. We need some dedication
            - *Robert calls cyclical*
    - Nick mentions the difference between Snap and Insta is Insta is a lot better for causing a network effect
- We're getting a premium Snapchat

McNaughton Centre (Scott)
- We have more breadboards now
- The office computer runs just about everything for labs except for Comp. Arch. 2, and should be ready for every class by sometime next week
- Somebody had fucked around in the office on Sunday, pressed an ink pad around, minorly sticky-note vandalized a monitor; we need to make sure the door is locked.

Webmaster (Nevin)
aint here :/

]

Motions

Motion Name

Title	
Allotted Time	
Mover	
Seconder	
Description	
Whereas	
Spirit of Motion	
Discussion	
Results	
Actionable Items	
Effect	

Discussions

Updated discussion on budget:

- ESS does not have a requirement to increase our levy with the UOSU changes. We will get more funding than we had expected, with an opt-in rate of about 78%, namely about $2 per student per semester (last year was $1.40). The opt-in is per semester and our budgets for each semester need to reflect this.
- Madi assumes winter numbers will drop a little, once parents have figured out how to opt-out.
- We may have around three times what we budgeted. i.e. we have a lot of money
- We have the responsibility of setting precedent this year. We need to not shoot ourselves/our successors in the foot. A profitable budget might be better than a net-zero budget.
- We should discuss ideas that people have, then go back to numbers and handle the minutiae.
- We will look at putting more money where we made cuts in the budget meeting.

  Budget Discussion

  - Going off of $2390 extra/semester. We may not get this entirely.
  - W.I.Tech panel was cut from $400, which assumed no NSERC funding.
  - Cookies and Cram: extra $50?
  - Patches: +$250, joint patch +$50, fun patch?
  - Tae suggests +$100 to volunteer appreciation
  - $$$$ to office. The office looks the way it does because of Heemel.
    - We can ask for 75% coverage of everything except furniture and food from IEEE.
  - Tae suggests putting funds towards students getting memberships. This can be done with indirect spending-on-memberships, like offering hoodies to people who get one.
  - Office spending is a good thing to consider; one of our best assets is our great room, which could be used much better
  - Partial funding for Rising Star? EEF is much more burdened this year.
  - Tony interested in Carleton's Stay Late and Make as a model for us
    - It's weekly in Carleton, could be monthly for us.
    - SLAM is where students get together here at a late hour, work on different projects (drone, door sensor…)
      - We'll use a different name.
    - Just for parts and the like -- $500?
      - Scott says this is basically the same thing as what we discussed for office supplies
      - We are not giving these things away. We are letting students work on/with them.
  - Exec Jackets
    - Tony: Maybe $20-30 off, they're already pretty expensive, around $80-100
    - Scott: As we have to pay our membership dues, that might justify the discount
      - Michal: The IEEE membership isn't just money thrown away

- Robert: Execs will have a higher standard expected of them, and these will be used as uniforms whenever possible
- Tony suggests $20 per exec, comes to $300
- Robert: Not against this personally, but how can this be justified to the students?
  - Nick agrees
- Tae gets asked in class about uOttaHack when he wears the jacket; it's great publicity; it really benefits the student branch in optics and publicity; these things bring attachment and pride
- *Sanat asked if he can justify this: he does believe so*

Madi, Heemel, Tony have leftr8

Motion to omnibus all budget except exec merch (Motioned by Scott, seconded by Muffy)

Unanimous

Motion to vote on that omnibus, contingent on readjusting for winter levy (Motioned by Robert, seconded by Muffy)

Unanimous

Motion to add $300 to budget for exec merch (Motion Robert, seconded by Muffy)

Called for secret ballot

Results:

Yes: 3

No: 5

Motion fails.

Scott: If anybody has ideas for hardware purchases beside a new computer, they should be brought up now.

- Tae suggests VR
- The new computer would be faster and would include peripherals.
- The old computer would remain as a secondary workstation.
- This decision needs to be signed off on by 3 faculty members by the 14th

Motion to table to meeting (Robert, seconded by Scott)

Unanimous

7.c-e will need to be discussed

Motion to adjourn (Robert, seconded by Tae)

Unanimous

Appendix A : Pre-written Updates

Member	
Updates	

Appendix B: Reference Material

Appendix Label	
Material	

Attendance:

Robert

Scott

Madi

Tony

Tae

Ali

Nick Morin

Sean

Sanat (remote)

Michal (remote)

Muffy