

IEEE Proposed Agenda

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

Expected Duration:

Meeting Number: 7

Agenda

- 1. Call to Order and Introduction** (Robert, 2 min)
- 2. Adoption of Previous Meetings Minutes** (Sean, 1 min)
- 3. Adoption of Agenda** (Sean, 1 min)
- 4. Election of Commissioner of Translation** (Chair, 10min)
- 5. Updates** (Each, 2 min)
- 6. Motions**
 - a. Approval of Modified Budget (Sanat/Robert, 45m)
- 7. Discussions**
 - a. Discussion of IEEE Canada Foundation Application (Scott, 15min)
 - b. Exec Merch (20 min)
- 8. Unscheduled New Business** (Open)
- 9. Closing Remarks** (Robert, 1 min)

Call to Order and Introduction

Adoption of Previous Meetings Minutes

Adoption of Agenda

Updates

Chair (Robert)

Vice-Chair (Amar)

Treasurer (Sanat)

Secretary (Kimberley)

WIE Chair (Michal)

WIE Vice-Chair (Shriya)

VP Academic (Marla)

VP Social (Madi)

VP External (Mahyar)

VP Internal (Tae)

VP Communication (Tony)

McNaughton Centre (Scott)

Webmaster (Nevin)

Commissioners [advise secretary prior to meeting]

SPAC [advise secretary prior to meeting]

BR [advise secretary prior to meeting]

Motions

Motion Name

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

Discussions

Discussion Name

Title	
Allotted Time	
Suggested By	
Description	
Cause	
Discussion	

Appendix A : Pre-written Updates

Member	
Updates	

Appendix B: Reference Material

Appendix Label	
Material	