

IEEE Proposed Agenda

Expected Date of Meeting : *November 4th, 2019*

Expected Duration: *<Sum of Agenda Allocated Time>*

Meeting Number: *<Meeting # for Elected Year>*

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, 2 min)
- 2. Adoption of Previous Meetings Minutes** (Sean, 1 min)
- 3. Adoption of Agenda** (Sean, 1 min)
- 4. Updates** (Each, 2 min)
- 5. Motions**
- 6. Discussions**
 - a. Cookies n Cram (Robert)
 - b. Discussion on Accountability and Responsibility of Execs (Robert)
- 7. Unscheduled New Business** (Open)
- 8. Closing Remarks** (Robert, 1 min)

In Attendance:

Robert

Amar

Madi

Scott

Mahyar

Tae

Tony

Shriya

Nicholas

Sanat

Michelle

Sean

Kimberley (rep in UOSU)

Alexis (ESS Finance)

Erik (remote)

Michal(remote)

Marla(remote)

Call to Order and Introduction

Adoption of Previous Meetings Minutes

Adoption of Agenda

Passes unanimously

Updates

Chair (Robert)

- Two event calendars have been created for the execs, one should be pretty much the same as last year, we need to avoid overlap/conflicts
- Rising Star pretty much prepared, still waiting on EEF

Vice-Chair (Amar)

- My name is Amar
- Coding challenge being set up for the end of November.
 - Tae mentions another event around the end of November. These will not conflict.

- Robert suggests we can move the IEEEExtreme budget to this if everybody is alright with it.

Treasurer (Sanat)

- Website money was cashed in
- Alexis asked for updates, can give none at the moment

Secretary (Sean)

WIE Chair (Michal)

- Women in Tech panel finalized with 5 panelists and 1 monitor, from Sienna, Ross Video, Shopify, SurveyMonkey
 - If execs are down to volunteer it will be appreciated
- Wine and Cheese booked at Sala. Budget is a lot lower, will be around 7k — much better than 11k

WIE Vice-Chair (Shriya)

- Alexis offers free microphones for Wine and Cheese

VP Academic (Marla)

VP Social (Madi)

- Fall Open House was great, we could have used more volunteers — we should improve this in the future
- Wii Night was a lot of fun, decent turnout, overall went well
- Office Trivia still being set up
 - supposed to be at Laurier Royal Oak; the venue wants to push it to a week later
- Tony asks: Yooooo exec bonding tonight?
 - Depends on vibes upon adjournment
 - Probably will be drinks at Mais'
- Secret Santa?
 - Yes
 - Will be sent out to our emails later

VP External (Muffy)

- Resume Roast rescheduled to the 28th as of today.
- Elec. Eng. Specialization Panel still in early stages of planning for later this academic year

VP Internal (Tae)

- Last giveaway went poorly as it was only responded to by Tony

- Future giveaways will be a lot easier; we already don't have much engagement at all; it should be easy to get in
- CSSA wants to chip in for Dog Therapy
 - We might expand this to cats as well (separate room)
 - Possible conflict: Sanat is VP Events for CSSA

VP Communication (Tony)

- Meet the Exec first post starting tonight; it will be Madi. Bomb-ass pic being taken after the meeting.
 - We only have 6 responses so far. Please respond. If you would rather not, though, that's okay.
- Mailout either this week or next week, still being decided.
- Met with the chair, vice-chair over last week and discussed Tony's accountability with regards to blocking somebody on Facebook. Tony apologizes for this and will behave more appropriately going forward.
- Tony is now single. *Applause*

McNaughton Centre (Scott)

- ICF stuff being worked on now and should be done in the next few weeks.
- Question: Bookshelf looks lighter than it usually is?
- Please stop violating the law and/or uOttawa/SITE rules in the office (particularly substance consumption).

Webmaster (Nevin)

Commissioners [advise secretary prior to meeting]

SPAC [advise secretary prior to meeting]

- SPAC tickets being set up this week.
- Meeting tomorrow night in the office if you'd like to check it out.

BR

- New co-overlord from Carleton now: Erdem or similar name
- We have a pretty good idea of what games to include; Smash and CS:GO are safe bets
- Tae: is there prize money
 - Yep
 - Especially for CS:GO
 - It comes from ticket money
- Tae suggests eSports club could be contacted for help
- Robert suggests we continue talk about BR separately from the meeting; it's not pertinent right now

Discussions

Cookies and Cram

- Often our biggest event of the year in terms of attendance.
- Last day of class is Dec. 3: We may do it Nov. 25 - Dec. 3
- Within a day Robert will set up a list of courses we can teach.
 - If there's a 3rd-year-or-higher course you believe you can teach, contact Robert
- Michal is asked to find electrical engineers to teach in her place. She will try this.
- Scott reminds us: *Do not explicitly give past exam questions. Faculty will be mad.*
- There are some profs/TAs we can/will ask for help
- We should run at least a couple of courses in French. Ivar may be able to help.

Robert talks about rules

- We need to finally go over our responsibilities. It is not good practice to be as laid-back as we have been.
 - Pay attention to and follow your mandate
 - IEEE memberships!!!! You will be hunted down. Soon
 - >:(
 - They are actually so valuable. Muffy got quoted \$112 for car insurance from an IEEE-endorsing company whereas he has been paying \$160 so far.
 - If you have serious financial issues reach out to somebody here — Robert, Amar, Heemel, Alise, etc

Robert (seconded Sean): Motion to enter camera

4 for, 6 against: fails

- We had people drinking in the office Sunday morning.

(scratched information)

Robert (seconded tae): Motion to have Kim serve as meeting chair for the remainder of today

- Tae: Kim has more student politics than anybody I know. Fight me about it. Put that in the minutes.

Passes unanimously.

Kim: Let's have a casual meeting, but be professional. No unnecessary tea. Especially no removal of tea from office

Muffy (seconded Tae): Motion to enter camera

Passes unanimously.

Muffy (seconded Tae): Motion to exit camera

Passes unanimously.

Muffy (seconded Sean): Motion to scratch discussion from Robert's motion to enter camera to motion having Kim as meeting chair.

Passes unanimously.

Kim steps down as chair.

We all agree that we love Kim. <33333. <3333333333 :)))

Tae: event with Carleton IEEE

- Probably the 14th. Hosted here. Ordering bubble tea/food, playing board games.

Scott: EEF fees

PAY EEF FEES IF YOU'RE DOING A SINGLE THING IN A GROUP THAT REQUIRES MONEY

Motion to adjourn (Robert, seconded by Scott):

Passes unanimously.