

IEEE Agenda

Expected Date of Meeting : July 15th 8:30 pm

Expected Duration: 45 minutes

Meeting Number: 2

Agenda

1. Updates : 15 minutes
2. 101 Week (5, Robert)
3. "Meet the Exec" Material (5, Tony)
4. Volunteer Initiative, September\October

Position Individual	Status	Position Individual	Status
Chair Robert Conrad	Present	WIE Chair Michal Ridner	Present
Vice-Chair Amar Jasarbasic	Absent	WIE Vice-Chair Shriya Gundala	Present
Treasurer Sanat Nayar	Absent	McNaughton Centre Director Scott Fulton	Present
VP Social Madison Smrtka	Absent	Secretary Kimberley Paradis	Present
VP Internal Tae Kim	Present	Design Alistair McCarten	Absent
VP External Mahyar Gorji	Virtual	WIE Design Ellie Rumsey	Absent
VP Communications Tony Kim	Present	CEG Commissioner Erik Cassidy	Absent
VP Academic Marla Jazzar	Present	SEG Commissioner Alois Clerc	Present
Webmaster Nevin WS Ganesan	Virtual	ELG Commissioner Murad Zurkiyeh	Present

Agenda Topic	Executive updates
Expected Time	10 minutes

Relevant Details	<p>Robert</p> <ul style="list-style-type: none"> • Met with one of the people from IEEE Concordia. We talked about things we could do between Montreal and Ottawa IEEEs. His IEEE at McGill is more grad students so he is mostly involved with the Concordia one. • They do a robot event • IEEE Day is October 1st <ul style="list-style-type: none"> ◦ Talked to a few companies • Amar can't be here because he is in Vancouver and still at work • You will need to buy an IEEE membership • Set yourself up on the Slack <ul style="list-style-type: none"> ◦ Kim did it • I will send out Doodle for next meeting tonight • Ivor set up an office light for when the door is open • Lock office when no one is in there • Get IEEE to work externally with other groups so I discussed with some groups initiatives for SCI marketing • Maybe do activities with JMTS Teams <ul style="list-style-type: none"> ◦ Put Tae in charge of Ottabotics <p>Amar</p> <ul style="list-style-type: none"> • Ciena reached out to IEEE for some sort of event in January • Both Ottawa and Carleton would send a bus • Looking for volunteers to help with buses and marketing • Amar can talk more about it in September when he is back <p>Mahyar</p> <ul style="list-style-type: none"> • Looking into professional development events <ul style="list-style-type: none"> ◦ No cost (maybe pizza) ◦ Contacts within GoC (maybe for presentations or talks) ◦ Uncle within Nokia who may have a contact for an event <p>Tae</p> <ul style="list-style-type: none"> • I made a gc with all the Internals from the student clubs • We talked about tabling at the first day at 101 week <ul style="list-style-type: none"> ◦ Once they have gone through the kit buying, they will go to sub-association stations • *shade on ESS* • Disclose conflicts on interest • Tae is on uOttahack
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Agenda Topic	101 Week updates/Plan
Expected Time	10 minutes

Topic proposed By	Robert
Description	<p>Updates from IEEE/ESS 101 week meeting with Reese (VP Social ESS). Rundown of events IEEE will be involved with for 101 week.</p> <p>Current Events discussed:</p> <ul style="list-style-type: none"> - Club Faire - Kit sales tabling <p>Other possible events:</p> <ul style="list-style-type: none"> - Icebreaker involvement - Running side event "on behalf" <p>MESS</p> <ul style="list-style-type: none"> - Dry event with video games
Relevant Details	

5. Volunteer Initiative, September\October

Agenda Topic	"Meet the Exec" Material
Expected Time	5 minutes
Topic proposed By	Tony
Description	<p>Instagram, Facebook, Blog potential , Mailout Picture of you in the covies in the IEEE patch Program , Year, Position, Personal Interest and Hobbies, Goals for the year What do you like most about the IEEE Starting posting one from club fest</p>
Relevant Details	

Agenda Topic	Interim Budget
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Expected Time	20 minutes
Topic proposed By	Robert
Description	<ul style="list-style-type: none"> a. Banner (\$150) b. Patches (\$150) <ul style="list-style-type: none"> i. Program specific patches ii. Ready for 101 week? iii. IEEE lightbulb patch <ul style="list-style-type: none"> 1. Concordio logo though c. IEEE Day (\$100) <ul style="list-style-type: none"> i. Should we impeach Heemel cause he has no friends? d. Big Eng \ Little Eng (\$50) e. 1 Red Hoodie 1 Blue Hoodie and 20 patches for general marketing
Relevant Details	Omnibussing everything except patches Motion by Robert Second by Tony
	Voting - Yes - 10 Unanymous Motion by Robert to insert \$150 to the budget for the patches Second by Scott Voting - Yes 10 Unanymous

Agenda Topic	Fall Task Rundown
Expected Time	5 minutes
Topic proposed By	Robert
Description	<ul style="list-style-type: none"> - Fall events <ul style="list-style-type: none"> - IEEE October Day 1st - 75th Anniversary this year - AGM October - IEEE Extreme October 16th (must have an IEEE membership) <ul style="list-style-type: none"> - Has to be proctored by IEEE Ottawa - Budget <ul style="list-style-type: none"> - Saynat will send an email on what he wants for the budget

	<ul style="list-style-type: none"> - Try to keep it specific - What events would you like for in the budget
Relevant Details	

Agenda Topic	Volunteering
Expected Time	5 minutes
Topic proposed By	Tae Kim/Robert
Description	<p>Database</p> <p>Have each volunteer choose a category on what kind of volunteering they would do</p> <p>Execs can pick out from the database when they need it</p> <p>Available opportunities right off the bat</p> <p>Mailout for volunteers - Volunteer initiatives</p>
Relevant Details	

Motion to Adjourn Robert

Second by Scott

Vote - 8

No- Tony (Noteably)

Abstain - None