2022-10-05

IEEE Proposed Agenda

Expected Date of Meeting: October 5th, 2022

Expected Duration: 90 mins

Meeting Number: 3

Agenda

1. Roll Call

2. Call to Order and Introduction

3. Adoption of Previous Meeting Minutes

4. Adoption of Agenda

5. Robert's Rules Explained

6. By-Elections!

7. Budget Review

8. Updates

   a. Executive Team

   b. WIE Affinity Group

   c. Photonics Society Chapter

9. Varia

10. Closing Remarks

IEEE Meeting Minutes

Starts: 7:00 PM

In Attendance:

- Rikki
- Alae
- Nizar
- Juan
- Pavly
- Disala
- Sophie
- Kaitlyn
- Ming
- Ben
- Stefan
- Loic

Excused Absences:

- Ethan

Call to Order and Introduction

- Rikki: "Good evening everyone! Welcome to the public IEEE meeting! Tonight is by-elections and budget review!"

Adoption of Previous Meeting Minutes

- Motion: Rikki
- Second: Alae
- no opposes, no abstentions, motion passes

Adoption of Agenda

- Motion: Rikki
- Second: Nizar

- no opposes, no abstentions, motion passes

Robert's Rules Explained

- 1 in chat online, point up 1 finger in person: New point

- 2 in chat online, point up 2 fingers in person: Reply to a point

- C in chat online, create a letter C with hands in person: Clarifying question

- P in chat online, pinky in person: Point of privilege

- Circular in chat online, swirling finger in a circle in person: when a discussion becomes circular

By-Elections

- Alae: "You can always run for two different positions!"

- **Candidates:**

  - **VP Equity:** Steven Li, Anjaliya Sonnilal

  - **VP Merch:** Sultan Oloyede

  - **ELG Commissioner:** Tahmeed Khan, Juan Torres and Abbygail Powell

  - **CEG Commissioner:** Punit Daga, Steven Li, Kish Dubey, Jiaxun Song and Saheen Jeyarajah

  - **SEG Commissioner:** Punit Daga, Kish Dubey, Saheen Jeyarajah and Jiaxun Song

  - **1st-year SEG Commissioner:** Sacha Arseneault

  - **Design Commissioner:** Hafsa, Saheen Jeyarajah, Emma and Kish Dubey

  - **WIE Design:** Nyah Wagner and Hafsa

  - **Translation Commissioner:** Saifdine Sahbani & Jiaxun Song

- Motion (Rikki): Discussion without Robert's rule

- Second: Alae

- no opposes, no abstentions motion passes

- **Format**:

- Intro (45 seconds)

- 1 serious question (30 seconds)

- 1 funny question (30 seconds)

- Motion (Rikki): Going back to Robert's rule

- Second: Alae

- no opposes, no abstentions, motion passes

- Motion (Rikki): OMNIBUS all the questions

- Second: Pavly

- no opposes, no abstentions, motion passes

  - **By-Elections starts:**

- *VP Equity:*

  - First candidate: Anjaliya Sonnilal

  - Intro:

    - Familiar with this role, privileged to work with many universities to organize equity training

  - Serious question: Where is equity most important in team settings?

    - Real important to have everyone in the team have what they need to contribute

  - Funny question: Can you re-enact your favourite TikTok or meme in person?

  - Second candidate: Steven Li

  - Intro:

    - Previous VP Internal of IEEE uOttawa, 4th year in computer engineering, hobbies such as game dev, gaming and currently doing co-op with the government.

  - Serious question: Where is equity most important in team settings?

    - Depending on which event, it is really important to make sure everyone is included in the events.

- Funny question: Can you re-enact your favourite TikTok or meme in person?

- Voting:

- First candidate (Anjaliya Sonnilal): 7

- Second candidate (Steven Li): 3

- Abstentions: 0

- VP Equity: Anjaliya Sonnilal

- *CEG Commissioner:*

  - First candidate: Steven Li

  - Serious question: What aspect of CEG lacks visibility the most and how would you change that?

    - Lack of popularity of the program, Help people access McNaughton centre

  - Second candidate: Kish Dubey

  - Intro:

    - 4th-year CEG student who recently finished an internship with IBM, I enjoy biking.

  - Serious question: What aspect of CEG lacks visibility the most and how would you change that?

    - I believe most of our classes can be done remotely, students are forced to go to class even if they are sick because lectures aren't recorded.

  - Funny question: Can you re-enact your favourite TikTok or meme in person?

  - Third candidate: Punit Daga

  - Intro:

    - 4th-year CEG student, running for CEG and SEG commissioner position

  - Serious question: What aspect of CEG lacks visibility the most and how would you change that?

    - Confusion between CEG, SEG and computer science, create meaningful description to emphasize each program

- Funny question: Can you re-enact your favourite TikTok or meme in person?
    - Surprise Pikachu
- Fourth candidate: Jiaxun Song
- Intro:
- 3rd-year CEG student, I want to get involved and had to experience in leadership with other organizations
- Serious question: What aspect of CEG lacks visibility the most and how would you change that?
    - Lack of support, as well as professors, does not have time to come and explain labs as well by having better TAs
- Funny question: Can you re-enact your favourite TikTok or meme in person?
    - Troll face
- Fifth candidate: Saheen Jeyarajah:
- Intro:
    - 2nd-year computer science, Had a variety of tutoring positions in high school in small and large groups.
- Serious question: What aspect of CEG lacks visibility the most and how would you change that?
    - Not too many sessions to communicate the content
- Funny question: Can you re-enact your favourite TikTok or meme in person?
    - Time is up
- Voting:
- First candidate (Steven Li): 6
- Second candidate (Kish Dubey): 1
- Third candidate (Punit Daga): 1
- Fourth candidate (Jiaxun Song): 0
- Fifth candidate (Saheen Jeyarajah): 3

- CEG Commissioner: Steven Li

- *VP Merch:*

    - First candidate: Sultan Oloyede

    - Intro:

        - 5th CEG student, my inspiration is my dedication to creativity and like to create stuff and I am into fashion, my passions: Football, sports and technology

    - Serious question: Do you have any design ideas?

        - I have an idea for the IEEE logo.

    - Funny question: Can you re-enact your favourite TikTok or meme in person?

        - Skeleton running meme

    - Voting:

    - First candidate (Sultan Oloyede): unopposed

    - VP Merch: Sultan Oloyede

- *ELG Commissioner:*

    - First candidate: Tahmeed Khan

    - Intro:

    - Serious question: Is there an event or resource that can help your program's visibility and support?

        - Help with running events to increase visibility and host workshops.

    - Funny question: Can you re-enact your favourite TikTok or meme in person?

    - Second candidate: Juan Torres

    - Intro:

        - ELG with computing tech student, love to get involved in-person, was part of robotics, debates and student council in high school and joining Kelpie Robotics

- Serious question: Is there an event or resource that can help your program's visibility and support?

    - mentorship programs around uOttawa and working as peers.

- Funny question: Can you re-enact your favourite TikTok or meme in person?

    - I want to go home!

- Third candidate: Abbygail Powell

- Intro:

    - 5th year ELG student, Want to get involved in the faculty since it is my last year and it is in-person and want a representation of women and women of colour.

- Serious question: Is there an event or resource that can help your program's visibility and support?

    - An event that gets all students together targeted to first-year students, something small and have people meet together.

- Funny question: Can you re-enact your favourite TikTok or meme in person?

    - We cannot escape! We cannot go out! (TikTok)

- Voting:

- First candidate (Tahmeed Khan): 3

- Second candidate (Juan Torres): 1

- Third candidate (Abbygail Powell): 6

- ELG commissioner: Abbygail Powell

- *SEG Commissioner:*

    - First candidate: Punit Daga

    - Serious question: Is there an event or resource that can help SEG visibility and support?

        - There is one, professional engineer committee in Carleton and that could be a good one to start with.

    - Second candidate: Kish Dubey

- Serious question: Is there an event or resource that can help SEG visibility and support?
  - Definitely, such as food-involved events that can attract students.
- Third candidate: Saheen Jeyarajah
- Serious question: Is there an event or resource that can help SEG visibility and support?
  - Cryptography does not receive enough visibility therefore hosting events related to cryptography to increase visibility.
- Funny question: Can you re-enact your favourite TikTok or meme in person?
  - Bottle flip! (house destroyed)
- Fourth candidate: Jiaxun Song
- Serious question: Is there an event or resource that can help SEG visibility and support?
  - Career fairs dedicated to uOttawa students

- *1st-year SEG Commissioner:*
  - First candidate: Sacha Arseneault:
  - Intro:
    - 1st-year Software engineering student, who has a passion for programming and just wants to get involved, I learnt about this just yesterday, and it seems like a good opportunity to meet new people and get involved, good communicator, invested and motivated.
  - Serious question: Is there an event or resource that can help SEG visibility and support?
    - Organizing fun activities, such as video games and events do not have to be fully in person.
  - Funny question: Can you re-enact your favourite TikTok or meme in person?
    - Chad Kung-Fu!
  - Voting:

- First candidate (Punit Daga): 3
- Second candidate (Kish Dubey): 3
- Third candidate (Saheen Jeyarajah): 4
- Fourth candidate (Jiaxun Song): 0
- SEG Commissioner: Saheen Jeyarajah
- First candidate for 1st-year SEG commissioner (Sacha Arseneault): unanimous
- 1st-year SEG Commissioner: Sacha Arseneault

- *Design Commissioner:*
  - First candidate: Kish Dubey
  - Serious question: What experience do you have with graphic design and what tools do you use?
    - Since the first year, I am a huge fan of hackathons, love the process of making something from scratch such as the name and the design. Uses Figma and canvas to make prototypes of logos.
  - Second candidate: Emma
  - Intro:
    - 2nd-year software engineering, love engineering culture, involved with ESS, doing design work there.
  - Serious question: What experience do you have with graphic design and what tools do you use?
    - Experience in working on patches and stickers for ESS, and social media design. Uses Photoshop, Figma and a little bit of canvas
  - Funny question: Can you re-enact your favourite TikTok or meme in person?
  - Voting:
  - First candidate (Kish Dubey): 2
  - Second candidate (Emma): 8
  - Design Commissioner: Emma

- *WIE Design:*
  - First candidate: Nyah Wagner
  - Intro:
    - Civil Engineering student, working part-time as a marketing and social media director, I was a marketing intern, and I have experience in managing social media, timelines, posters, advertisements etc... I work part-time as a chalk artist.
  - Serious question: How would you use graphic design to help advertise WIE events (for example Women in Tech Panel, Wine and Cheese and Big Eng, Little Eng)
    - Really important to have social media advertisement by using hashtags, other people sharing the posts and targeting the correct audience.
  - Funny question: Can you re-enact your favourite TikTok or meme in person?
  - Voting:
  - First candidate (Nyah Wagner): unanimous
  - WIE Design: Nyah Wagner
- *Translation Commissioner:*
  - First candidate: Saifdine Sahbani
  - Intro:
    - 3rd-year student, double majoring in electrical engineering and computing tech, attended some events and sounded interested to get involved.
  - Serious question: How would you ensure that translations aren't done word by word and are done as linguistic re-interpretations?
    - I will work with VP communications, and will be ensuring everything is well translated by going sentence by sentence and using the context to make sure the idea is correctly translated
  - Funny question: Can you re-enact your favourite TikTok or meme in person?
    - My hero academia looking at each other meme.

- Second candidate: Jiaxun Song

- Serious question: How would you ensure that translations aren't done word by word and are done as linguistic re-interpretations?

  - Some poster translations are not well translated, it would be great to have a native speaker that can help with that.

- Voting:

- First candidate (Saifdine Sahbani): 11

- Second candidate (Jiaxun Song): 0

- Translation Commissioner: Saifdine Sahbani

-

-

Budget Review:

- ***Emergency Reimbursements:***

  - Motion (Sophie): Kaitlyn is to be reimbursed ($1043.64) - for the hotel and fees during the travel

  - Second: Disala

  - no opposes, no abstentions motion passes

  - Motion (Pavly): To be reimbursed ($43) - for two social media campaigns

  - Second: Rikki

  - no opposes, no abstentions motion passes

  - Motion (Rikki): Ethan is to be reimbursed ($310.67) for the dart party pizza, and the dart printing.

  - Second: Pavly

  - no opposes, no abstentions motion passes

  - Ben: "Make sure to fill the reimbursement form and make sure to separate the charges per event so that it is easier to track. I will get them signed as soon as possible"

- Motion (Rikki): Rikki is to be reimbursed ($168.02) - for the IEEE day pizza and photonics cookies

- Second: Disala

- no opposes, no abstentions motion passes

- Motion (Sophie): Sophie is to be reimbursed ($270) for the registration form.

- Second: Rikki

- no opposes, no abstentions motion passes

- Motion (Juan): Juan is to be reimbursed ($270) for the Comp Eng registration.

- Second: Rikki

- no opposes, no abstentions motion passes

- Motion (Ben): Ben is to be reimbursed () for the WIE conference

- Second: Rikki

- no opposes, no abstentions motion passes

- Motion (Alae): Disala is to be reimbursed ($188.70) for the by-elections pizzas

- Second: Rikki

- no opposes, no abstentions motion passes

- Motion (Alae): Disala is to be reimbursed ($134.54) for this month subscription of the google accounts

- Second: Rikki

- no opposes, no abstentions, motion passes

Motion (Juan): Amend the agenda to remove the budget review and executives updates to be held another day (emergency meeting) beside the hackathon talks.

Second: Alae

no opposes, no abstentions motion passes

Updates

Executive Team:

Chair (Rikki)

Vice-Chair (Alae)

Treasurer (Ben)

Secretary (Nizar)

VP External (Disala)

- I would like IEEE to run the hackathon during the winter semester, it will be two separate events (Hackathon and Battle Royale), I can get the budget allocation for it later.
- Doing both(Battle Royale + Game Jam) at the same time doesn't make sense
- I have CSSA + SESA on board to get volunteers and help with logistics
- Alae:
    - We should consider co-hosting with other universities' IEEE organizations.

VP Internal (Ming)

VP Social (Ethan)

VP Academic (Stefan)

VP Communications (Pavly)

McNaughton Centre Director (Juan)

Webmaster (Loic)

WIE Affinity Group:

Chair (Sophie)

Vice-Chair (Kaitlyn)

Photonics Society Chapter:

Chair (Omid)

Vice-Chair (Maryam)

Varia

- Pavly: Fill out the execs' shitpost, please!

- Rikki: Reminder to get the IEEE membership for those who don't have it yet.

- Alae: Thank you everyone for staying until 10:45 pm and congratulates new team members

Closing Remarks

Motion (Rikki): Motion to adjourn the meeting

Second: Sophie

Pavly opposes, no abstentions, motion passes