

2022-01-23

IEEE Proposed Agenda

Expected Date of Meeting: January 23th, 2022

Expected Duration: 90 mins

Meeting Number: 7

Agenda

1. Call to Order and Introduction
 2. Adoption of Previous Meeting Minutes
 3. Adoption of Agenda
 4. Updates
 5. Varia
 6. Closing Remarks
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IEEE Meeting Minutes

Starts: 6:00PM

In Attendance:

- Vlad
- Ben
- Pavly
- Steven
- Rikki
- Sultan

- Alae
- Loic
- Victoria
- Eda
- Gianluca
- Juan
- Valerie
- Avneesh

Excused Absences:

- Madi
- Mehedi
- Is'Haaq

Call to Order and Introduction

Vlad: “Welcome everyone! Great to see everyone again (virtually)!”

- Things going back in person next week, so next meeting potentially back in office!

Adoption of Previous Meeting Minutes

- Motion: Vlad
- Second: Alae
- No opposes, no abstentions, motion passes

Adoption of Agenda

- Motion: Vlad
- Second: Victoria
- No opposes, no abstentions, motion passes

Updates

Secretary (Pavly)

- Updating notion soon hopefully inshallah with Rikki

Chair (Vlad)

- SPAC
 - Used time to show off office!
 - Lots of people seemed interested to get involved and visit us!
- By-elections in 2 weeks
 - Next Wednesday meeting
 - Advertisement already out courtesy of Alae
- Yearly IEEE report to submit to the branch
 - Will be submitted tomorrow or the day after once Dr. Sawsan signs it

Vice-Chair (Madi)

- Absent

Treasurer (Ben)

- No updates

WIE Chair (Victoria)

- Wine & Cheese planning
 - Lockdown slowed down/stopped planning
 - Stalled because of COVID
 - Very doable to do in person
 - Alae: “plan for an in-person event, but just in case also plan for online. would be worthwhile to hold it in person”
 - Eda: “Cant book a venue and cancel last minute. But with omicron, we can’t risk an IEEE and WIE being the source of an outbreak because of Wine & Cheese. Parallel planning might not be the best plan”
 - Alae: “Parallel planning would involve more time and more resources. If lockdown does happen, it’s out of our hands since it’s provincial regulations”

- Loic: “What dates are we looking at?”
- Victoria: “We’re pushing it back as late as possible. As of now, it’s planned 2 weeks before exams. Can’t push it back further because of exams and then people would be going home afterward. The end of March would be the latest.
 - Date as of now: Friday March 25th
- Eda: “Is it better to have more people and do it online, or less people in person because of regulations?”
- Vlad: “We wouldn’t be held accountable for an outbreak if we follow the law and regulations to a T. IF we do make it in person, follow regulations closely, make sure social distancing is happening, masks, etc. Double planning is a lot of work, my opinion is to focus on in-person planning while we can, then do minor plans for if we need to fall back to online”
- Alae: “Yeah, just have online as a backup. WE have to keep in mind that IEEE has 3 major events: Battle Royale, SPAC, Wine and Cheese. 2 of those are already online, we should try our best to keep Wine and Cheese in person.”
- Victoria: “Will strive to do it in person! Stay tuned for updates.”
- Lots of us (execs) are willing to help with planning an in-person event

WIE Vice-Chair (Eda Su)

- Same as above
- Planning another (hopefully) in-person event for Big Eng Little Eng
 - Movie night, study session, etc

VP External (Mehedi)

- Absent

VP Internal (Steven)

- Battle Royale
 - March 4-6
 - New feature: Game Jam
 - Programming competition to make a game

- 2 categories: game mechanics and minigame
- Workshops for game dev will also be held by industry professionals!
- Shoutout to Juan for securing some workshops
- Propel VR, Ubisoft Halifax, Carleton professor
- Prize pool: 410\$
- Will be applying to EEF for 550\$
- Gaming: 590\$
 - Carleton branch willing to commit half the amount (295\$)
 - Would uOttawa branch be able to match and submit the second half?
 - Michal: “As long as we make clear that the money isn’t money taken from IEEE we should be good”
 - Ben: “Doable.”
- Motion to amend budget and add 295\$ to Battle Royale fund
- Motion: Vlad
- Second: Alae
- No opposes, no abstentions, motion passes
- Discussion
 - Alae: “Can we match the amount with the other events we are holding? Not against the idea since”

VP Academic (Rikki)

- Industry night
 - With MESS, CHESS, etc
 - MARCH 24th at 7 PM
 - Online: More convenient for recruiters/companies
 - Industry night workshop
 - How to create a resume, resume roast, what to say to recruiters

- ELG specialization panel
 - This is the first year that it's under VP academic's duty
 - Asked Mehdi to help
 - Planning to have it beginning of April
 - Not sure if in-person or online yet
 - Details still being figured out
 - Need to find people for the specializations
- Notion set-up coming soon inshallah pt.2

VP Social (Sultan)

- LAN Party
- Exec retreat
 - Muskoka & Mont Tremblant as potential destinations
- Potential ideas to keep interest
 - Trivia night
 - Games night
 - Movie night
- Collabing with VP Social of CSSA to host an event
- Vlad: "Could you come up with potential dates and ideas for the events you're planning on posting?"
- Loic: "Ali had planned for a magician that was included in the budget. Will we be following through with it?"
- Sultan: "I'll get in contact with Ali and figure out the details and provide an update"
- Alae: "We should bring a clown instead of a magician"
 - I volunteer as a clown, it is my true calling -Pav
- Ben: "Currently there is 500\$ being allocated to Social events"

VP Communications (Alae)

- Promoted SPAC on social media
 - Had to reach out 1 week before the event
 - Mostly composed of Carleton IEEE execs, there was some lack of communication, but it worked out at the end #happyending
- Sh*tposts are back yerrr
 - Sultan up next
- Helping Battle Royale for marketing, design, getting funding from EEF
- Alae and Loic have been working on beautifying the office walls
 - Decal has been ordered
 - It do be looking heat, might have to make sure our fire extinguishers are up to date



- Pictures and floppy disks will be hung (glad I'm not a picture or a floppy disk rn)
- Ben: "Still 2 events under socials in the budget: uOttawa Case Competition, and the IEEE mini-hackathon"

Equity Commissioner (Avneesh)

- No updates

- Vlad: “Could you get in contact with other VP Equities of other associations? Ask them what they expect from VP Equity. Could also coordinate with Sultan for social events”
- Motion to amend agenda to fix Vlad's mistake
- Motion: Vlad
- Second: Victoria
- No opposes, no abstentions, motion passes

Webmaster (Loic)

- No major updates, just updating the website
 - Has a new home page photo
 - Christmas photo is the new face of the website
 - Worked
- Working on beautifying office with Alae
- Worked on IEEE shop merch site
 - Decided to use square
 - Just gotta set up payment
 - Website do be looking clean though, UI game unmatched
 - Alae can help with content for the website and modelling #BelgianStallion #CantThinkOfARhymeWithMoroccan

McNaughton Centre Director

Photonics Chair

ELG Commissioner (Juan)

- Was in office
 - Tested out electrical components:
 - power supply
 - frequency generator

- Both working great

SEG Commissioner (Is'Haaq)

- Absent

CEG Commissioner (Gianluca)

- Will be acquiring a key card to go in and look at the equipment and maintaining them

Commissioner of Design (Val)

- Reached out to Alae to make designs for Battle Royale, tiktok ideas, etc

Varia

- Office hours update
 - Can begin as soon as next week
 - Operation Trolling Vlad was a success
- Alae: "If any exec is free to join the chair plaque engraving feel free to join!"

Closing Remarks

- Motion to adjourn the meeting: Vlad
- Second: Victoria
- Oppose: Alae and Loic EXTRAORDINARILY notably
- Abstain: None
- Meeting adjourned!!