

# 2021-10-06

## IEEE Proposed Agenda

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**Expected Date of Meeting:** October 6th, 2021

**Expected Duration:** 90 mins

**Meeting Number:** 2

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### Agenda

1. Call to Order and Introduction
  2. Adoption of Previous Meeting Minutes
  3. Adoption of Agenda
  4. By-elections
  5. Updates
  6. Budget Review
  7. Varia
  8. Closing Remarks
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### IEEE Meeting Minutes

**Starts:** 2:00PM

**In Attendance:**

- Vlad
- Madi
- Ben
- Pavly
- Steven

- Rikki
- Ali
- Alae
- Loic
- Victoria
- Eda Su
- Rafi

**Excused Absences:**

- Khaled

**Call to Order and Introduction**

Vlad: Hello and welcome to the meeting! We'll be doing budget review!

Open positions: Commissioners, VP External

**Adoption of Previous Meeting Minutes**

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

**Adoption of Agenda**

- Motion: Vlad
- Second: Ali
- No opposes, motion passes

**By-elections**

**Format:**

- 45 seconds each component
- Intro

- 1 serious question
- 1 funny question

Motion: Vlad

Second: Victoria

No oppositions, no abstentions

Motion passes

### **ELG Commissioner**

Motion: Vlad

Second: Alae

No oppositions, no abstentions

Motion passes

- Intro
- 1 serious question: What are you passionate about?
- 1 funny question: If you were an appliance what would you be and why?

### **SEG Commissioner**

Motion: Vlad

Second: Madi

No oppositions, no abstentions

Motion passes

- Intro
- 1 serious question: Why did you go into SEG?
- 1 funny question: If you were an evil robot, how would you take over the world?

### **CEG Commissioner**

Motion: Vlad

Second: Pavly

No oppositions, no abstentions

Motion passes

- Intro
- 1 serious question: What motivates you in studying computer engineering?
- 1 funny question: What is a flipflop? (Wrong answers only)

## **VP External**

Motion: Vlad

Second: Eda Su

No oppositions, no abstentions

Motion passes

- Intro
- 1 serious question: What would be your strategy for increasing engagement for an online networking event such as SPAC?
- 1 funny question: What is your best computer-related pick up line?

## **Interviews**

### **ELG Commissioner**

First Candidate: Alp Tatar

- Intro
  - Alp Tatar, first year elec engineering, experience in cadets, flight surgeon, has the qualities: report to officers, advertise, work with VP Academic
- 1 serious question: What are you passionate about?
  - Starting a drone company transporting goods to poorer areas, believes IEEE will help push dream forward with technological advances
- 1 funny question: If you were an appliance what would you be and why?
  - A stove because they dont seem that useful, but the more stuff you put and use on it, it becomes useful, with experience from position, he will "put pots on stoves"

Second Candidate: Juan Hiedra

- Intro
  - Juan Hiedra, 3rd year elec, involved with teams (BAJA), runs tutorials for ELG and comp tech courses for classmates
- 1 serious question: What are you passionate about?
  - Story telling, competitive video games, being passionate about being passionate, likes to get into things, not surface level
- 1 funny question: If you were an appliance what would you be and why?
  - Double door fridge with water dispenser and ice, knows random things about random things, need ice? He got it. need water? He got it. Dependable, won't breakdown, just like a fridge

Voting:

- First Candidate: 1
- Second Candidate: 8
- Abstentions: 1
- None of the above: 0
- ELG Commissioner: Juan

### **SEG Commissioner**

First Candidate: Is'Haaq Ahamed

- Intro
  - 5th year, SEG, 4 more courses, wants to help other SEG students, give them experience, give back to community, was founder of Tennis Club
- 1 serious question: Why did you go into SEG?
  - Enjoys coding, wanted to find ways to help people by creating apps, a part of Best Buddies, created an app that helps with hand struggles
- 1 funny question: If you were an evil robot, how would you take over the world?
  - Lazy epidemic: tiktok trends and challenges to make people as lazy as possible, have people use robots to do everything for you, make robot a lovable character, make everyone like the people from WALL-E

Voting:

- First Candidate: 11
- Abstentions: 0
- None of the above: 0
- SEG Commissioner: Is'Haaq

### **CEG Commissioner**

First Candidate: Gianluca Coletti

- Intro
  - 4th year, wants to join IEEE to get involved, wants to be in something bigger, likes events ran to help younger students, wants to give back
- 1 serious question: What motivates you in studying computer engineering?
  - satisfaction and sense of accomplishment, concepts apply to so much to everyday life, more that he learns, more he can help
- 1 funny question: What is a flipflop? (Wrong answers only)
  - his go to on a beach day

Voting:

- First Candidate: 9
- Abstentions: 1
- None of the above: 0
- SEG Commissioner: Gianluca

### **VP External**

First Candidate: Mehedi Hossain

- Intro
  - 2nd year SEG, has experience working in gov, working there currently, really excited to get involved with networking events, has attended events previously and helped him tremendously

- 1 serious question: What would be your strategy for increasing engagement for an online networking event such as SPAC?
  - promote events in discord, instagram, facebook, within his own network (SEG students), promote it every where he can, social media best means for increasing engagement
- 1 funny question: What is your best computer-related pick up line?
  - ...




Voting:

- First Candidate: 10
- Abstentions: 0
- None of the above: 0
- VP External: Mehedi

## Budget Review




Total Forecasted Budget: **\$9885.32**

### Budget Table

 Name	 Tags	 Info
<u>Wine and Cheese</u>	WIE	
<u>Women in Tech</u>	WIE	Food, photographer Budget was compared to last in-person's event
<u>Big Eng Little Eng</u>	WIE	Eda Su: Add \$100 for Big Eng Little Eng Victoria: It's an in-person event, money will be for food, board games, we can later on amend it
<u>Mini fridge</u>	Office	Try to get used instead of new to reduce cost
<u>Microwave</u>	Office	Try to get used instead of new to reduce cost

 Name	 Tags	 Info
<u>Office renovations + paint supplies</u>	Office	Madi supplies receipt in order to be repaid
<u>10 textbooks (Calc, etc)</u>	Office	
<u>Merch</u>	Office	Work in progress Decide what merch, colour, design, etc
<u>Office supplies</u>	Office	Raspberry pi, altera boards, etc.
<u>TV</u>	Office	Vlad: We currently have 32' TV, we can get bigger non-smart TV, and hookup raspberry pi to it to make it smart General TV for office, remove 32' description Try to get used instead of new to reduce cost
<u>uOttawa Case Competition</u>	Social	Money towards prizes \$150 to first, \$75 to second & third
<u>Mini Hackathon</u>	Academic Social	Emergency use \$150 Will be reaching out to sponsors Set aside for unexpected expenses
<u>Magician</u>	Social	Last year we had a comedian, this year we can bring Magician for eng students In-person event Will ask ESS to co-host/pitch in \$500
<u>Deep Learning Workshop</u>	Vlad	
<u>DeFi</u>	Vlad	
<u>AI Workshop</u>	Vlad	Hosted hybrid, (around 10-15 in person), \$20-25 in prizes, rest for food
<u>Cookies and Cram</u>	Academic	Hybrid Fashion Money split between cookies for in-person and prizes \$200
<u>ELG Specialization Panel</u>	Academic	Catering amount = bulk of the amount Rest to prizes \$200
<u>Well-being Workshop</u>	Academic	Procrastination workshop: how to handle stress, manage procrastination Virtual \$15 for prize (Speaker's book) Budget increased to \$50 to include gift for speaker



 Name	 Tags	 Info
<u>Domain Renewal</u>	Webmaster	\$19.20
<u>Advertisement (Comms)</u>	Communications	Between \$300-\$400
<u>Zoom</u>	General	Already purchased \$226
<u>Battle Royale 14</u>	General Internal	Struggled to find funds last year \$500 goes to prize money Majors: prizes Minors: prizes Casual: no prizes, but ticketed Make document pointing to where everything is going, how money is allocated Event held in February Split between LOL and Valorant (not that big of a turnout for CS:GO) Steven will inquire with IEEE Carleton to pitch in money/co-host Madi: IEEE is last resort for funding, should look to sponsorship, then EEF, she can help with proposal Online only, easiest way to run event Steven: When is EEF next budget meeting? Madi: Would have to apply for it in winter semester since that's when event is being held Madi proposes to reduce budget Budget changed to \$0 till amendment
<u>Scavenger Hunt</u>	Vlad Welcome Week	Pay back \$50 to Vlad

Alae: tiktok etc., where would that go in budget? Can you add \$80?

Ben: Comms budget, Alae will update his comms budget and resend

Alae: What do we do when it's not in the budget, and we pay for it with our own money?

Ben: Will have to amend if it's coming from IEEE money. Must amend the budget for every event that isn't currently on budget

- Motion to approve budget: Ben
- Second: Alae
- No oppositions, no abstentions
- Motion passes

## Updates

- Motion to amend agenda to ratify execs now instead of at the end: Vlad
- Second: Madi
- No oppositions, no abstentions
- Motion passes
- Motion to ratify exec and commissioners: Vlad
- Second: Madi
- No oppositions, no abstentions
- Motion passes

### **VP Communications (Alae)**

- Had to cancel Flutter crash course due to Robert injury
- Robert wants to organize another workshop at the end of the fall
- Office hours posted everywhere
- Meet your execs posting has begun

### **Chair (Vlad)**

- Finished up office
- If you don't have key, go to reception, tell them Vlad sent you

### **Vice-Chair (Madi)**

- Will post COVID fund
  - One for this semester, one for next
- Nich likes our patches, let the people know to get sales in
- Exec merch can be done
  - What we want, budget
  - 8 people so far
  - 7 for sweater (CREWNECKS)
  - Will investigate options (brand, material, etc. and will give more info

- Eda & Rafi had colour idea for merch so far: blue, light pink etc., toned down colours, not aggressive

### **Treasurer (Ben)**

- Budget

### **Secretary (Pavly)**

- Made template for meeting notes on Notion, but Notion is now full
- Will look for alternatives (Google Drive)

### **WIE Chair (Victoria)**

- Big Eng Little Eng was success!!
- Hope to organize more meetups and more in-person to keep connection between Little Engs and Big Engs
- Good turnout!
- More info incoming for Women in Tech Panel
  - November
- Wine and Cheese will be next semester
  - Will talk to Carleton
  - Menu, venue, seating

### **WIE Vice-Chair (Eda Su)**

- Same as above

### **VP External (Mohit)**

- New VP External

### **VP Internal (Steven)**

- Successful by-election (thanks for advertising!)
- If we consider Battle Royale to fall under IEEE, then Steven can help organizing
  - Falls under Internal mandate

### **VP Academic (Rikki)**

- Talked to Dr Tim Pitchel (no clue how to spell his name sorry) for well-being and procrastination workshop
- Will reach out to commissioners for cookies and cram
  - During December
  - Will do same courses as previous years
  - Add some first second year courses (GNG 1106, ELG 2138, CSI 2110, etc.)

### **VP Social (Ali)**

- uOttawa Case Competition
  - October 11 – March 31
  - th
  - st
  - Anyone can submit between them
  - Have to find profs/non-partial judges
- Hackathon
  - Ricky and Steven willing to help
  - Theme: Finance
  - Expects 20-50 participants
  - Hybrid
  - More of a make-athon
  - Software and hardware
  - Will talk to makerspace for 3D printing help
- Exec movie nights
  - Once a month
  - Suggest a movie, vote for a movie (not your own)
  - Hybrid
- Magician

- Around November
- Either before exams this semester or before exams next semester
- Hybrid (will be streamed)

### **Webmaster (Loic)**

- Uploaded to website
  - Office hours
  - Constitution
  - Meeting minutes
- New execs/commissioners send a pic to be posted on website
- Wants to add more/new photos on gallery page, needs to be updated
  - Steven: how do you plan on keeping events page updated as well?
  - Loic: Will update it as well with our upcoming events and posted on website
  - Victoria: Keep past events as repository of what we've done, talk to Alae and post posters for events on websites
  - Loic: Trying to find a way to automatically post on the website every time a post is made on Facebook

### **McNaughton Centre Director (Rafi)**

- No major updates, work on his budget, finding cheaper things

### **Photonics Chair (Khaled)**

### **Varia**

- Rikki: Door unlocked every time she comes in
- Vlad: Mainly stems from janitors when they clean and forget to lock it
- Victoria: Find a way to keep door open, more inviting

### **Closing Remarks**

- Vlad: almost 3-hour long meeting

- Congrats to new exec and commissioners!!
- Motion to adjourn meeting: Vlad
- Second: Rafi
- Oppose: None (Sorry Alae)
- Abstain: None
- Meeting adjourned!!