

IEEE Montréal Meeting Minutes

<u>Activity:</u>	Board Meeting #3
<u>Date:</u>	Sep.11.2013 (Wed.)
<u>Time:</u>	6:30pm – 9:30pm
<u>Location:</u>	Concordia U., EV Bldg., Room No. EV002.184
<u>Attendance (23):</u>	Roni, Kaveh, Mouhamed, Kian, Anader, Ke, Laurent, Haibo, Odile, Fouaz, Frederic, Sheldon, Ambrish, Amy, Manijeh, Raphael, Alexandre, Michael, Ryan, Sami, Malika, Walid, Hossain.
<u>Approval of Last Minutes:</u>	Last "Board Meeting Minutes" for May.15.2013 were approved.
<u>Approval of Current Agenda:</u>	<ol style="list-style-type: none"> 1) Chair's Comments 2) Report on "LM Eastern Canada Tour" 3) IEEE MTL AGM 4) Future AGMs and Banquets 5) vTools and Announcements of IEEE MTL Events 6) IEEEExtreme Programming Competition 7) Updates from Awards Committee 8) Upcoming Conferences 9) Next Board Meeting 10) Other Business

1) Chair's Comments:

-Roni began by asking new and old board members to present themselves.

-In particular, two new members joined the board:

- "Fouaz Ayachi" (PDF at McGill) – EMBS Chapter.
- "M. Hossain Mohammadi" (M.Eng. at McGill) – PES Chapter.

-Then, Roni thanked Amir's effort in chairing CCECE'12, and highlighted the important (financial) consequences of his leadership to our section.

-Also, Roni thanked Kian for his presence and effort to our section, despite being preoccupied for their upcoming "BioMedical Eng. Symposium" scheduled for Sep.13.

2) Report on "Life Member Easter Canada Tour":

-Roni, thanked "Frank, Lorne and Laurent" for their effort and for making the LM tour of Aug.29 a "very successful event".

-Laurent noted that most of the 23 distinguished LM visitors were from the US (so far, this group had 5 LM Tours).

-On Aug.29.2013, they all arrived at the Delta Centre-Ville at noon. They had a quick lunch, and then went with Laurent to the Hydro-Québec's Research Institute (IREQ) in Varennes.

-Following their visit, they come back to the Delta hotel at 5:30pm for a pre-dinner reception, followed by dinner. Key members of the IEEE MTL were present at the banquet, namely: Roni, Amir, and Anader. Roni gave a speech, and many of the LM guests also spoke at the event.

-Although Frank was absent for today's Board Meeting, he noted via email that the needed expenses for this event were under \$1.7K.

3) IEEE MTL AGM:

-The AGM is firmly scheduled for **Friday Nov.29.2013** at the "McGill University Faculty Club": <http://www.mcgill.ca/facultyclub> for **6pm**.

-Given that she was as of recently the President of NSERC, "Ke" suggested that it would be a good idea to invite the McGill U. Principal and Vice-Chancellor "Dr. Suzanne Fortier" to the AGM: <http://www.mcgill.ca/principal>.

-For this year's AGM, the guest attendance price will be the same as IEEE Members; thus members will perhaps be incited to bring their spouses.

-Roni also asked the Board if they were in favor of having a band play music during the AGM. It was suggested to ask the "Physics Professor's Redshift Blues Band" to play at roughly a cost of \$700. Various opinions were shared, but no definitive action was taken. (Check: Guitarist and Dean of Science Prof. Martin Grant: <http://www.physics.mcgill.ca/~grant>)

-Next, Roni noted the need to find good sponsors for the AGM. In general, Roni will attempt to prepare a "standard flyer" that will be presented to potential sponsors. The plan so far is as follows:

- Universities: "Roni" will contact local universities.
- Bombardier: "Abas" is already in contact with them.
- Tourism Montréal: They were sponsors last year; we look forward for their continued support this year.
- Hydro-Québec: "Laurent" will attempt to contact them.
- Ericsson/CSA: "Malika" will attempt to contact them.
- Other Industries: "Sheldon" said that he will attempt to find local industries for further sponsorship.
- OIQ: "Odile" recommended that we should also get in contact with OIQ.
- Banks: "Manijeh" recommended that we contact banks.

4) Future AGMs and Banquets:

-“AGM 2013” will be conducted in a similar manner as previous IEEE MTL AGMs because it is already too late to do any adjustments.

-However, Roni wanted to start an early conversation and an exchange of ideas for organizing future AGMs (i.e. for 2014 and onward).

-In general, the key argument for a possible change is that AGMs should in principle not be a "paying event".

-The proposed solution is to split the typical AGM into two separate events:

1. AGM: An administrative-style event that will focus on an annual report (free-of-charge to members).
2. Banquet: A social-style event that will mainly focus on awards (payment is required).

-Laurent mentioned that few years ago he was invited to the AGM of the IEEE Ottawa Section. Their event that started at 6pm was split as follows:

1. Networking for 1hr.
2. Entertainment/Banquet for 2hrs.
3. General Banquet attendees left, and then the AGM started around 9pm.

-Based on previous successful experience, Ke suggested a different organization:

1. A "Big/Good Reception" (free) for 1hr starting at around 4pm.
2. The "AGM" for 2hrs.
3. Finally, the "Awards Banquet" (payment) for say 2hrs.

5) vTools and Announcements of IEEE MTL Events:

-Roni remarked that IEEE MTL is "a very active section", with nearly "90" L31 last year alone.

-However, on the "IEEE MGA vTools", only few of our interesting events are properly advertised. To verify, do as follows:

Step1: Go to: https://meetings.vtools.ieee.org/meeting_view

Step2: Enter: "**Region: 7**" and "**Section: Montreal**" and press "**Submit**"

-Therefore, we want Section Chairs to take advantage of the various advertisement tools available here: <http://sites.ieee.org/vtools/products>

6) IEEEExtreme Programming Competition:

-“IEEEExtreme” is a global coding competition that is conducted during a continuous time span of 24hrs. This year it will be on: Oct.26.2013.

http://www.ieee.org/membership_services/membership/students/competitions/xtreme

-In the general, all participated groups will get the same coding question, and the programming could actually be conducted in the computer language of choice.

-Malika said that in the past, all 5 universities (Concordia, McGill, Poly, ETS, and UQAM) participated together such that members were composed of undergraduate and graduate students.

-Similar to last year, this year they plan to give awards to the best teams in MTL. Therefore, Malika requested \$1K, and the Board voted in favor of this request. This budget is expected to be used as follows:

- Awards: 3 Tablets or 3 Smartphones (Samsung): ~\$750.
- Food: Food/Beverages for 24hr period: ~\$250.

7) Updates from Awards Committee:

-Roni thanked Anader for his work and effort leading the awards committee.

-Anader communicated updates regarding the “IEEE Montreal Gold Medal Award” (IMGMA). <http://ewh.ieee.org/r7/montreal/committee/award>.

-The award selection committee members are:

- Dr. Anader Benyamin-Seeyar (Concordia)
- Dr. Roni Khazaka (McGill)
- Dr. Amir Aghdam (Concordia)
- Dr. Ke Wu (Poly)

- Dr. Reza Soleymani (Concordia)

-So far, they received two nominations. They are requesting more nominations before the Oct.11.2013 deadline.

-If an "outstanding" nomination is not identified, the committee has the full right to not award this year.

8) Upcoming Conferences:

-Two flagship conferences are expected in MTL.

- **IEEE ECCE 2015:** <http://www.ecce2015.org> (soon)
 - ECCE: Energy Conversion Congress and Exposition.
 - Date: Sep. 20-24, 2015.
 - Societies: IAS and PES.
 - Committee: Sheldon is on the committee.
- **IEEE ICUWB 2015:**
 - ICUWB: International Conference on UWB.
 - Date: Sep. 2015.
 - Societies: ComSoc and MTT.
 - Committee: Sofiène Affes (INRS), Abdel-Razik Sebak (Concordia), and Fabrice Labeau (McGill) will be making a bid for 2015 in MTL.

9) Next Board Meeting:

-The next Board Meeting #4 will be slightly before the AGM.

-It was decided that it will be on: Nov.13.2013 (Wed.) at 6:30pm.

10) Other Business:

-Some Board Members were absent and have communicated their updates via email:

- Eric, Auditor: He was scheduled for a conference call with IEEE ICF at the time of our board meeting.
- Luis, AES Chair: They have plans to organize one seminar this Fall.
- Fabrice, SPS Chair: Fabrice is currently busy with university work.
- Lydia, WIE Chair: They will have an activity in Oct.2013.

Adjournment at 9:30pm