

**IEEE Newfoundland and Labrador Section  
Executive Meeting  
Tuesday, July 19, 2005**

**In Attendance:**

Paul Thorburn, Mike Janes, Cheng Li, Brian Kidney, Rob Coish, Dennis Peters, Kathleen Chafe, Eric Gill, Jonathan Anderson

**Absent:**

Vlastimil Masek, Gerard Dunphy, Brenda Stoyles

**Location:** Fort William Building, Aliant

**Summary of Action Items:**

**Action:** Brian will set up membership survey on web and will contact Dennis for a prize as an incentive.

**Action:** Dennis will forward info to Brian on accessing 2004 NECEC information.

**Action:** Brian will update award section of website.

**Action:** Mike will contact Scott Lowell for more information regarding Industry Relations and Educational Activities representatives.

**Action:** Brian will check with Lori Hogan on potential affiliation of IEEE and WISE.

**Action:** Cheng will follow up on database inconsistencies regarding GOLD membership.

**Action:** Gerard will follow up with Bill Kennedy regarding a seminar in September.

**Action:** Eric will consider whether we should move the Term 3 scholarship to a later term and make a recommendation.

**Action:** Mike will identify new volunteer for Technology Policy and Industrial Relations Chair.

**Action:** Kathleen will follow up with the IEEE History Center and will be the point of contact for this initiative.

**Action:** Brian will determine how active an affinity group has to be to remain active.

**Action:** Cheng will make a recommendation whether we should create a GOLD affinity group.

**Action:** Mike will respond to audit email asking for details on number of members for committee, frequency of audits, and extent of audit.

**Action:** Mike will forward audit email to Jon, Rob, and Vlasta for their review with regard to Student Branch.

**1. Review of Minutes from June 6, 2005**

Minutes were reviewed and accepted.

**Review of Action Items Arising from Minutes**

**Action:** Brian will set up membership survey on web and will contact Dennis for a prize as an incentive.

Open.

**Action:** Brian will create a NECEC 2005 website.

Closed. **Subsequent Action:** Dennis will forward info to Brian on accessing 2004 NECEC information.

**Action:** Cheng will forward the request to sign Bill Kennedy's petition for PES Director to the Power Engineering society members.

Closed.

**Action:** Rob will send the receipt/invoice from Student night refreshments to Paul.

Closed. Student branch has been reimbursed.

**Action:** Brian will update award section of website.

Open.

**Action:** Mike will contact Scott Lowell for more information regarding Industry Relations and Educational Activities representatives.

Open.

**Action:** Brian will check with Lori Hogan on potential affiliation of IEEE and WISE.

Open.

**Action:** Cheng will check on the number of GOLD members in the Section(send to Mike and copy executive).

Closed. **Subsequent Action:** Cheng will follow up on database inconsistencies regarding GOLD membership.

**Action:** Cheng will send email to notify members applying for Senior status of the change of references from Venki to Dr. J.

Closed.

**Action:** Gerard will follow up with Bill Kennedy regarding a seminar in September.

Open.

**Action:** Eric will consider whether we should move the Term 3 scholarship to a later term and make a recommendation.

Open.

**Action:** Brian will send an email regarding lobster boil numbers and will confirm with Michel's and Fluvarium.

Closed.

**Action:** Mike, Brenda, Gerard will get door prizes for the Lobster Boil.

Closed.

**Action:** Brian will update the NECEC webpage link and send to Eric.

Closed.

**Action:** Mike will get Bryon Dawe's bio for NECEC

Closed.

**Action:** Mike will schedule the next meeting.

Closed.

## **2. Business Arising from the Minutes**

Nothing noted.

## **3. New Business**

### **i. Technology Policy Charter**

Have been asked for a contact on the Executive to support Region 7 Technology Policy initiatives. Mike recommended creating a new position on the Executive for Technology Policy and Industry Relations as workload is anticipated to warrant a dedicated resource. Suggestions from Executive were Ken Butt, Jim Haynes, or Gilbert Bennett.

**Action:** Mike will identify new volunteer for Technology Policy and Industrial Relations Chair.

### **ii. IEEE Milestone – TAT-1**

TAT-1 was the first submarine transatlantic telephone cable system laid between Gallanch Bay, Scotland and Clarenville, NL inaugurated on September 25, 1956. 50

year anniversary is in 2006 and we have been approached by the IEEE History Center to help prepare a nomination for this event as a IEEE Milestone.

**Action:** Kathleen will follow up with the IEEE History Center and will be the point of contact for this initiative.

### **iii.Friend of the IEEE Award – NL Hydro**

Congratulations extended to NL Hydro as the recipient of the Friend of the IEEE Award. This will be presented to the Section in October at the Region 7 meeting and will then be presented at NECEC.

### **iv.GOLD Affinity Group**

We have been encouraged by Region 7 GOLD Chair to consider creating a GOLD Affinity Group. Questions posed as to whether there should just be an Affinity Group or also a GOLD Rep on the Executive and how active the group would have to be to maintain status and relevancy.

**Action:** Brian will determine how active an affinity group has to be to remain active.

**Action:** Cheng will make a recommendation whether we should create a GOLD affinity group.

### **v.Audit**

New Region 7 requirements for an audit committee. Much of what has been requested is already done by the Treasurer in keeping accounts. This seems to apply to Student Branch as well.

As the audit guidelines call for Executive Committee review of Section cheque registry at least biannually, the first review was done at this meeting.

**Action:** Mike will respond to audit email asking for details on number of members for committee, frequency of audits, and extent of audit.

**Action:** Mike will forward audit email to Jon, Rob, and Vlasta for their review with regard to Student Branch.

### **vi.James Tjien Section Endorsement**

We had been approached by a candidate for President Elect of Region 7 for the Section to endorse his candidacy. Many in the Executive felt this was inappropriate and conflicted with guidelines for Elections.