

# IEEE Newfoundland and Labrador Section

## Executive Meeting

Friday, February 29<sup>th</sup>, 2008

**In Attendance:** Lori Hogan, Octavia Dobre, Cheng Li, Dennis Peters, Geoff Holden, Susan Ryan (Student Rep.), Robert Cove (Student Rep. )

**Absent:** Kathleen Chafe, John Pitt, Eric Gill, Brian Kidney, Mike Janes, Gerard Dunphy, Paul Thorburn, Stephen Smith,

**Location:** CEE Room, Engineering, MUN

### Open Action Items

**Action:** Lori to order Spectrum subscriptions for science fair winners.

**Action:** Kathleen and Dennis to further investigate best way to get Spectrum into high school.

**Action:** Kathleen agreed to prepare a template that can be used for future funding requests.

**Action:** All members to come up with ideas that could act as project competition.

**Action:** Promote NECEC attendees to revise / supplement papers for presentation at CCECE. Need to investigate that this does not conflict with any policies.

**Action:** Lori to follow up with John Pitt about space for a booth at 2008 Engineering Week.

**Action:** Lori to work with John to schedule meeting to discuss 2009 Engineering Week project.

**Action:** Lori to confirm if Wally Read will be attending Spring Regional meeting/CCECE 2008.

**Action:** Brian to arrange details for IEEE Student Night.

**Action:** Lori to find someone to take on the role as GOLD Chair.

**Action:** Lori to contact Dwight Howse re. wrap-up for NECEC 2007.

**Action:** Lori to kick off planning meeting for NECEC 2008.

**Action:** Octavia to investigate other awards/competitions that may be appropriate.

**Action:** Cheng to contact Gerard re: follow-up with members in arrears.

### 1. Review of Minutes from November 25<sup>th</sup>, 2007

Minutes were reviewed and accepted.

### 2. Business Arising from Minutes

**Action:** Lori to order Spectrum subscriptions for science fair winners.

Open.

**Action:** Dennis to acquire more parking permits for IEEE use.

Closed.

**Action:** Dennis to distribute Chartwells pamphlet to executive.

Closed.

**Action:** Kathleen and Dennis to further investigate best way to get Spectrum into high school.

Open.

**Action:** Kathleen agreed to prepare a template that can be used for future funding requests.

Open.

**Action:** Student Reps to ask for volunteers to man the booth.

Closed. Since Engr. Week will be at the GeoCenter space will be limited and so IEEE likely will not

be given a booth.

**Action:** Lori to follow up with John Pitt about space for a booth.

**Action:** Lori to work with John to schedule meeting to discuss 2009 Engineering Week project.

**Action:** All members to come up with ideas that could act as project competition.

**Open.**

**Action:** Tour to be scheduled by Paul Thorburn. .

**Closed.**

**Action:** Promote NECEC attendees to revise / supplement papers for presentation at CCECE. Need to investigate that this does not conflict with any policies.

**Open.**

### 3. New Business

#### 3 i. CCECE 2009 Update

- Call for Papers is in draft.
- CCECE '08 has about 530 accepted papers.

#### 3 ii. Spring regional Meeting/CCECE 2008

- Lori will attend R7 meeting as Section delegate.
- Someone from CCECE '09 technical committee should also attend to promote CCECE '09. Most likely Dennis will go.

**Action:** Lori to confirm if Wally Read will be attending Spring Regional meeting/CCECE 2008.

#### 3 iii. Proposed GOLD Event

- Financial Planning Seminar planned for late March.
- Also targeted at the students.

**Action:** Lori to find someone to take on the role as GOLD Chair.

#### 3 iv. Science Fair Awards 2008

- Lori has been in contact with Eastern and Central districts.
- Judges may be needed in St. John's and Grand Falls

**Moved** (Dennis/Cheng) that the Section annually fund the IEEE NL awards at each district high school science fair to a maximum total cost of \$600. **Carried.**

#### 3 v. NECEC 2007/08

**Action:** Lori to contact Dwight Howse re. wrap-up for NECEC 2007.

**Action:** Lori to kick off planning meeting for NECEC 2008.

### 4. Reports

#### 4 i. Awards

- Section will nominate Robert Cove for IEEE Canadian Foundation award.
- Octavia has promoted the Telus Competition to the term 8 students.

**Action:** Octavia to investigate other awards/competitions that may be appropriate.

#### 4 ii. Technical Activities

- Tour of Visualization Lab was attended by 6 people, 5 of whom were members.
- Next activity is IEEE Student Night March 26.

**Action:** Brian to arrange details for IEEE Student Night.

- Agreed that an April event would be good.

#### **4 iii. Membership Development**

- Currently 178 active members
- We should target some key potential senior members.

**Action:** Cheng to contact Gerard re: follow-up with members in arrears.

#### **4 iv. Student Activities**

- Will work on IEEE Night preparations
- Acoustic foam from McNaughton Center is still in the old location. We should ensure that it doesn't get destroyed.

#### **4 v. Treasurer**

- Hand over from Paul to Cheng is still in progress.

#### **4 vi. Industry Liason**

- A new regional chair has been appointed, which gives some optimism for further activity in this role.