

IEEE Newfoundland and Labrador Section

Executive Meeting

Friday, March 28th, 2008

In Attendance: Kathleen Chafe, Lori Hogan, Cheng Li, Dennis Peters, Geoff Holden, Gerard Dunphy, Paul Thorburn, Stephen Smith, Brian Kidney, Susan Ryan (Student Rep.), Robert Cove (Student Rep.),

Absent: John Pitt, Eric Gill, Octavia Dobre, Mike Janes

Location: Engineering Lunch Room, MUN

Open Action Items

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

Action: Dennis to get five parking permits for lot 16A for meeting use.

Action: Dennis to distribute Chartwells pamphlet to executive.

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: National Engineering Week activities for 2008.

Action: IEEE tour for Winter 08

Action: CCECE 2009, possibility to use NECEC participants in the CCECE.

1. Review of Minutes from Feb. 29th, 2008

Minutes were reviewed and accepted.

2. Business Arising from Minutes

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

Closed.

Action: Kathleen 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.

Closed.

Action: Lori to follow up with John Pitt to schedule a meeting to discuss 2009 Engineering Week project.

Open.

Action: Members to come up with ideas for project competition (Engr Week 09).

Open.

Action: Promote NECEC attendees to revise / supplement papers for presentation at CCECE.

Closed.

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

Open.

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

Open.

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

Open.

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

Open.

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

Open.

Action: Brian to arrange details for IEEE Student Night.

Closed.

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

Closed.

3. New Business

3 i. CCECE 2009 Update

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

- Dwight Howse has joined committee. 2 vacant positions still outstanding.

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. Kathleen will attend.

3 iii. GOLD Event

- Financial Planning Seminar planned held March 25th. Low turn out.
- New Gold Chair needed. Recommended candidates: Andrew Vardy, Adam Burry, Stephen Smith, Geoff Holden, Sam Higdon.

3 iv. NECEC 2007/08

- Kathleen to act as secretary for conference.

3 v. Spring Newsletter

- Kathleen preparing newsletter.

Action: Kathleen to send out articles list for Spring Newsletter.

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.
- Kathleen nominated the section for a small chapter award.

4 ii. Technical Activities

- Tour of Visualization Lab was attended by 6 people, 5 of whom were members.
- IEEE Student Night

Action: Initiative required to get greater attendance by IEEE and PEGNL members.

- Agreed that an April event would be good.

Action: Brian to engage Dwight to arrange Simulation Tour (end of May).

4 iii. Membership Development

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

4 iv. Student Activities

- CS Game team finished 12th overall and 1st in relays.
- 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.

