

IEEE Newfoundland and Labrador Section Executive Meeting Friday March 31, 2011 1230-1400

In Attendance: Cheng Li, Dennis Peters, Eric Gill, Geoff Holden, Lihong Zhong, Dave Tilley, Lori Hogan, Brian Kidney

Absent: Amy Hsiao, Octavia Dobre, Andrew Cook, Ralf Bachmayer, Ralf Bachmayer, Jonathan Howse

Location: Engineering EN-4003

1. Review of Minutes from February 18, 2011

Minutes were reviewed and approved.

2.01 Chair

- **ACTION: OPEN** - Brian to follow-up with Order of NL to determine status.
- **ACTION: CLOSED** - Ralf to submit reports for OES Chapter.
- **ACTION: CLOSED** - Cheng to follow-up with Ralf.
- **ACTION: OPEN** - Cheng to follow-up with Dwight Howse to have them identify the funding requirements and prepare the letter for the Section.
- The Officers Report (list of section officers) was not submitted this year since the list did not change. However IEEE requires that it be submitted either way and we should keep that in mind for next year.
- **ACTION: OPEN** - Brian to contact Dunne Academy to offer \$500 to support their trip to the FIRST Lego Robotics World Festival. The letter accompanying the support should include an offer of technical support for their future endeavours.
- **ACTION: OPEN** - Amy to contact OES student members about OES Scholarship.
- **ACTION: OPEN** - Brian will find out more information about the requirements and benefits for forming a OES Student Branch.

2.02 Vice-Chair

No Report

2.03 Past-Chair

No Report

2.04 Treasurer

- Geoff has received the NECEC sponsorship cheque from Northern Radar.
- We are still waiting on the registration money from Memorial for NECEC.
- Geoff is now using GNU Cash for double entry accounting.
- We were forecast to be down \$7000 at the end of this year but it now looks like we will only be down \$6000.

2.05 Secretary

No Report

2.06 Technical Activities

- Trying for tour of Air Traffic Control Center at Torbay Airport for mid-April.
- Trying for Fermuse Wind Turbine Tour in May or early June.
- Dr. Hai Jiang, Associate Professor from U of Alberta, will be in St. John's in April and has agreed to give a talk on "Broadcast wireless networks" on April 26.
- **ACTION: OPEN** - Cheng to send Brian details of the technical talk.
- **ACTION: OPEN** - Brian to post technical talk details of website.
- **ACTION: OPEN** - Andrew to send out e-notice for technical talk.

2.07 Membership Development

- Susie Ryan has agreed to join the executive as the Membership Development Chair.
- Susie is currently working in Long Harbour but may be able to make meetings on Mondays or Fridays with advanced notice.
- **ACTION: CLOSED** - Cheng to send out an email requesting input as to potential candidates.
- Currently there are:
 - 172 Active Members
 - 60 in arrears
 - 7 Affiliate
 - 2 Associate
 - 32 Graduate
 - 2 Life Fellow
 - 1 Life Member
 - 77 Regular
 - 14 Senior
 - 37 Students
- Dave Tilley's senior membership application is in and awaiting references.
- Amy Hsiao and Nick Krouglic are interested in applying for senior membership
- Dennis Peters has the info from Gloria Montano for her senior membership application

2.08 Awards and Scholarship

- **ACTION: OPEN** - Amy and Lori to complete Friends of IEEE application for Electronic Centre.
- High School Science Fair will be held March 26/27.
 - Brian and Amy will be attending on Friday to judge projects for the IEEE Award.
 - Cheng will be presenting the award on Saturday.

2.09 Student Activities

- **ACTION: OPEN** - Eric and Amy to formalize the award process for IEEE Extreme.
- **ACTION: OPEN** - Dennis to follow-up with Stephanie Randel to obtain a budget for Iron Ring Ceremony activities.
- IEEE Night is April 1.
 - Student Branch has the refreshments in hand.
- New Student Branch Chair is Adam Shepard (Computer Engineering Student)
- New Student Branch Vice-Chair is Ryan Woodford (Computer Science Student)
- Iron Ring Night is April 21.

2.10 Women In Engineering

- Octavia is working on an award from WIE for NECEC.
- WIE is also interested in sharing a common technical activity. A potential speaker is Cecilia Mahoney.

2.11 GOLD

- Possible GOLD Chairs
 - Robert Collette
 - Peter King
 - Alain O-Dea
 - Michael Snow

2.12 Webmaster

No Report

2.13 Newsletter

No Report

2.14 Teacher In Service Program

- **ACTION: OPEN** - Brian to provide Amy with motor kit materials.
- The next IEEE TISP workshop will be held on April 28 and 29. We can

send a candidate. Amy and Paul King will be attending.

2.15 Chapters

OES

No Report

Joint Circuits, Computer Communications Chapter

Request to form chapter is in and we are awaiting approval.

3. Other Business

Lobster Boil

ACTION: OPEN - Brian to email Fluvarium about available dates in June for lobster boil.

4. Next Meetings:

Next NL IEEE Executive meeting will be Monday, April 18 at 1230 in the Ocean Engineering Boardroom.