

IEEE Okanagan student branch

Meeting minutes October 3 2011

Members in attendance

Miguel, Brandon, Emily, Andre, Devyn

secretary,

what to do at each meeting, passwords and access points for managing mailing lists etc.

Transition Documents:

- each member will maintain a binder which belongs to the student branch and which will be handed over at the time of transition of the position.
- the binder will

IEEE Conference in Toronto – Miguel

- Shell Canada or IEEE are available for funding to disburse awards for student branch competitions.
- IEEE ICF Canada
- 75 million available from Shell for non-profit organizations. Looks easy to win funding for trips, competitions, training, anything
- TD Canada
- Job Fair companies
  - any company that participates in the UBCO job fairs may be asked for funding
  - UBCO provides professional links to employable students, we should be eligible to receive funding in return.
- Student union may be asked for event equipment
  - BBQ, tents, tables etc.
- SU may supply Pepsi products for free, since Pepsi sponsors the campus.

**IEEE Canadian Foundation.org Grants available**

- Startup and maintenance grant.
  - Simple application, outline the upgrade equipment
  - Will fund printing!
    - Can buy and maintain a printer for free use by IEEE members upon presentation of membership card.
- Humanitarian grants
  - to support projects which benefit humanitarian projects
  - mindstorms to the children's hospital? Or maybe an elementary school
- Conference grants

- cover travel and admission expenses for any relevant conference anywhere
- outstanding engineering research grants, simple application plus paragraph.
  - Johnathan Holtzman
  - Thomas Johnson
  - Kenneth Chau

## **Goals for the Year**

### **Emily:**

#### MLRC!

1. Equipment acquisition
2. Set up more educational programs
  - workbench
  - linear algebra lessons
    - engineering connection (somewhat replaced by SL)
    - volunteer tutoring/ mini lessons
3. MPG Support
  - help support material, tools, personnel, funding
3. MARS
  - support as needed
4. IEEE Membership
  - cultivate a more steady membership base
5. Paper Competitions

### **Andre**

Sustainability of the association. If we lose any one member, filling their shoes would be problematic. Transition documents will alleviate this issue somewhat.

Kelowna professional branch is somewhat inactive at the moment, so we are being looked to for running workshops, speaker series and the like.

### **Devyn**

Organize the workbench curriculum (ADVERTISING!)

Matlab Tutorials with Dr. Johnson

Mechatronics integration with IEEE and MLRC

### **Miguel**

Raise Money!

Grant applications to support and drive IEEE student branch activities