

**UBCO IEEE Student Branch Minutes
Executive Meeting Agenda - 26 Jan, 2011**

Those Present:

Morteza Farrokhsiar (Nima)
Emily Landry
Erin Johnston
Andre Johnson

Meeting Start: 2:10 PM

1.0 Report on goals:

1. Distribute info about IEEE Vancouver Section Scholarships
 - a. Nima emailed to Susan, and Maria, it has been distributed
2. Present to each year/discipline about IEEE
 - a. Andre - 4th year
 - b. Emily - 1st year
 - c. Nima - 3rd years
 - d. Erin - 2nd year and a computer science class
 - e. Emily - will create draft slides and ask for input from other executives
 - f. Everyone will find a time to talk to their own groups
3. Establish website and get it hosted on the IEEE server
 - a. Another E-mail was sent from IEEE to Jackie to transfer over executive positions to us
 - i. follow up with Jackie
4. Establish times and dates for ESS seminars, and advertise them to students.
 - a. Should mention both the student branch and profession branch
 - i. Dr. Cheng opposed to to the idea
 - b. mention industry professional will be there as well
 - c. Advertise at same time as talking to each year/discipline
5. PAF Application for McNaughton Learning Center
 - a. Emily will try to do the paper work in the next two weeks
6. Isolate a leader for MPG & start preparations
 - a. Erin has agreed to be leader for MPG
7. Discuss a possible donation with Dr. Cheng
 - a. He declines at this time

Other Business & Discussion Items:

1. Should IEEE become an auxilliary organization of the EUS?
 - a. No
2. E-Week Plans

- a. When is E-week?
- b. Emily - What is the EUS doing, we will work with them when possible and appropriate
- 3. Upcoming technical seminars / workshops
 - a. Gift for Dr. Johnson, we will give to him later
 - i. IEEE Shops
 - ii. Thousand Islands shop
 - b. Gordon Ross's is workshop postponed indefinitely
 - i. Montana might be able to do it
 - ii. Emily to give Andre Montana's contact information
 - c. Anyone who has idea for presentation or presenters please e-mail
 - d. Excel - Possibly Dr. Najjaran
 - i. Nima will talk to him
 - e. Soldering
 - i. PIC5 Board - for hovercraft course (Dr. Yang Cao, Dr. Klukas)
- 4. Recruiting more members and volunteers
 - a. Push recruiting more at workshops
 - b. Talk to Jackie and Miguel about become core volunteers
- 5. IEEE E-mail Addresses (Re: email from Dr. Cheng)
 - a. Executives will all do it in the next two weeks
- 6. The Executives should attend an IEEE profession branch meeting as a group
- 7. Vote on Bank Account Motion
 - a. Motion Passes with Amendments
- 8. EUS Meeting, when are they, we could take turns getting to them
- 9. Next Meeting: Wednesday, Feb. 9, 2:00 - 3:00 PM, Room TBD

Meeting End: 2:50 PM

Prepared Motions:

Moved By: Andre Johnson

Be it so resolved that: The University of British Columbia - Okanagan IEEE Student Branch opens a bank account to facilitate its operation

Be if further resolved that: Andre Johnson shall choose the bank and account type for this account, and be responsible for setting the account up.

Be if further resolved that: For any withdrawal from the account, two of three signatories will be required. The three signatories are to be: the current chair, the current treasure, and the current faculty advisor.

Be if further resolved that: The current chair is Morteza Farrokhsiar, the current treasure is Andre Johnson, and the current faculty advisor is Dr. Jonathan Holzman.

Motion Seconded by: Morteza Farrokhsiar

Amendments:

Amendment Moved by: Morteza Farrokhsiar

Amendment Seconded by: Andre Johnson

Replace:

“Be if further resolved that: For any withdrawal from the account, two of three signatories will be required. The three signatories are to be: the current chair, the current treasure, and the current faculty advisor.

Be if further resolved that: The current chair is Morteza Farrokhsiar, the current treasure is Andre Johnson, and the current faculty advisor is Dr. Jonathan Holzman. “

With:

“Be if further resolved that: For any withdrawal from the account, two of three signatories will be required. At any time the three Signatories are to be:

1. Either the Current Chair, or the Current Vice Chair
2. The Current Treasure
3. The Current Faculty Advisor

Be if further resolved that: The first three signatories will be: the current chair, Morteza

Farrokhsiar; the current treasurer, Andre Johnson; and the current faculty advisor, Dr. Jonathan Holzman. “

Amendment is adopted.

Vote:

For: 4

Against: 0

Motion Passes as Amended

Morteza Farrokhsiar
Branch Chair

Emily Landry
Branch Co-Chair