IEEE KW Section Executive Committee Minutes

Thursday, 4th February 2021, 6:30– 7:30PM
Virtual IEEE Webex

Attendance: Nitin Padmanabhan, Navjot Khaira, Ayman Mohamed, Rozita Dara, Lan Wei, Mingchang Wang

Note: When an agenda is highlight in RED, it means there is either no Chapter/AG representation or no report been submitted before the meeting.

1. **Reviewed and approved the minute of 2020 AGM…..........** Nitin Padmanabhan

2. **Chair's Report .... ……………** Nitin Padmanabhan

    1. Key Issues are some inactive Chapters/AGs, attendance for executive meetings, reporting of events.
    2. Proposed solutions to follow up with chapter chairs and attract new volunteers to lead chapters. Training and assistance to new volunteers and chapter chairs of Webex and Vtool event, etc.
    3. Presented the Goals and tentative plans for Section Activities in 2021.

3. **Vice-Chair's Report** .... Navjot Khaira

4. **Treasurer's Report** .... Ayman Mohamed

    1. Smooth transition from Rasoul for all the Treasurer duties and
    2. Update on attended Treasurer training.

5. **Membership Development Report** .... Tony Kormos

6. **Professional Activities Report** .... Chitral Angammana

7. **Educational Activities Report** .... Magdy Salama

8. **Newsletter Editor** .... Ank Zaman

9. **Nomination** .... Sujeet Chaudhuri

10. **IEEE Foundation** .... John Mowbray

11. **Awards** .... Vincent Gaudet

12. **Student Branch Reports**
    - **Conestoga College**
    - **University of Waterloo** …………………………………………Lan Wei
        1. **Year 2020 report can be found @ https://drive.google.com/file/d/1Av2V0VBt_GS4wiS1oE4AI2ZU4izJ2yZl/view?usp=sharing**
        2. **May need to request section funding for future activity.**
    - **University of Guelph**

13. **Chapter Reports**

1. Aerospace and Electronic Systems ....Ehsan Kamrani
2. Antennas/Microwave Theory...Raafat Mansour
   - Report of one technical event organized on June 9, 2020 can be found @ https://drive.google.com/file/d/1NnOCftyfeL5_WSS39qOp9lRp3DCxr3Be/view?usp=sharing
3. Circuits and Systems .... Peter Levine
4. Communications .... Raouf Boutaba
5. Computational Intelligence Society ....Fakhri Karray
6. Computer.. Ahmed Farouk
7. Control Systems...Fakhri Karray
8. Electronic Devices ....Siva Sivoththaman
9. Electromagnetic Compatibility/Magnetics ....Mingchang Wang
   - Report can be found @ https://drive.google.com/file/d/1uuhjNP-5t0_OVfDAfdqeoclDw4_n_65Q/view?usp=sharing
   - 2019 EMC Society most improved chapter of the year.
10. Engineering in Medicine & Biology ....Shahed Shahir
11. Information Theory.. Hadis Karimipour
12. Photonics .... Behrooz Semani
13. Power and Energy……………………………………….Kankar Bhattacharya
14. Sensors Council .... George Shaker
15. Signal Processing .... Vacant
16. Social Impact of Technology .... Rozita Dara
17. Solid State Circuits …………………………………….......... John Long
18. System, Man, & Cybernetics ……………………….………... Rozita Dara
    - Organized one event in 2020.
    - Difficult to report event due to lack of knowledge of vtool
    - Tough year to organize IEEE events at Chapter level due to COVID19, while need to prepare all the online courses transition.
    - Upcoming Conference
19. Vehicular Technology ....… Weihua Zhuang

14. Affinity Group Reports

YP Affinity .... George Shaker
WIE (Women in Engineering)...Hadis Karimipour
   - Report can be found @ https://drive.google.com/file/d/1qoFiajOViG1X9HV08h5JeJoRgIRzvvoo/view?usp=sharing
   - Need more section funding support
Consultant Network .... Shahed Shahir
Life Members …………………………………………………..Barry Butwell

15. Other Matter

Action Items:
1. Follow up with Shahed for KW Section Website update – Nitin
2. Study Vtool training resource and organize Vtool training session for Chapter chair/volunteer – Mingchang
3. Email Hadis regarding to funding support – Ayman/Nitin
4. Email each Chapter Chair if any help needed for report an event and open for new volunteer position. – Mingchang