

Meeting # 2-2014 – Minutes

Date: February 26, 2014

Time: 8:00pm (Eastern)

Place: Teleconference

1. Present

Anis (Southern Alberta)
Rossitza (Northern Alberta)
Mooney (Northern Alberta)
Mark (Chilliwack)
Salam (Montreal)
Bruce (IEEE Canadian Review Liaison)
Murray (London)

Patrick (Toronto)
Anader (Montreal)
Wolfram (Ottawa)
Kartik (Southern Alberta)
Elroy (Vancouver)
David (Hamilton)

2. Approval of the Agenda – Meeting # 2-2014

Approved

3. Approval of the minutes of meeting # 1-2014 held on January 22, 2014

Approved with friendly amendments.

4. Chairs report

None

5. Reports on the previous action items (Anis)

a) IEEE Canada spring meeting on May 2-4, 2014 in Mississauga

Anis will be away to attend a conference in the first week of May. Anader will attend the spring meeting on behalf of TISP Canada chair. Patrick is also requested to attend the meeting.

Action item: Anis will contact IEEE Canada and will get an approval for it.

b) Anis has discussed with Davy about the TISP Canada website.

- The committee information has been updated on the website.
- The committee members should send their photos to be uploaded on the TISP website.
- Event photos should be emailed to Davy.
- Website should contain the success stories and photo album of the major events.

c) A donation of \$1000 from TD Bank has been transferred in support of the Winnipeg event.

d) Photos and stories are required for the next newsletter. These should be sent to Dirk.

6. How to enhance TISP activities across Canada (All)

Anis reported that a review of the last two years meeting minutes indicates that all the sections are not equally active. There are many sections remained quiet. Some sections were active at the beginning but did not continue while some others were never been active. In order to increase the TISP activities across Canada, Anis has proposed an ad-hoc committee as follows: Patrick (Chair), Anader, Bruce and Dirk. This was accepted unanimously. The committee will make recommendations. It has been suggested that Patrick should attend the IEEE Canada spring meeting and make presentations targeting the section and regional chairs. Anis will pursue this matter to be included in the agenda of the IEEE Canada spring meeting.

7. Updating email addresses in the contact list (Anis)

Anis has indicated that in the current mailing list there are about 80 email addresses and many of them are no longer associated with TISP. Recently, a few requests have been received for unsubscribing from the mailing list. Anis has made a proposal for reviewing and updating the mailing list. Anader will provide information and Anis will update it.

8. A proposed online reporting system (Anis)

Anis has made an online form using Survey Monkey for all members to report their respective section activities. Several suggestions were made to make the system better. The reporting system was unanimously agreed. However, the improvement of this reporting system will be an ongoing process. It will run as a pilot project. The Chair and the Secretaries of the executive committee will have access to the database.

Current reporting period: Feb 27 – March 26, 2014
Due date: March 5, 2014

9. Section activities

Although an online reporting is required, major activities will be discussed in the meeting for sharing with others. However, the events or activities discussed in the meeting will not be included in the minutes. The online report will appear in the minutes as an annex.

10. Schedule for next meeting

Wednesday, March 26, 2014 at 8:00pm (Eastern)

11. Other business

Anader gave an update on the upcoming GHIC to be held in Montreal in the first week of June. Anader may need help from other members for panel discussion, presentation or running a workshop at the GHIC.

12. Adjournment



The meeting was adjourned at 8:58pm (Eastern)