

## Meeting # 3-2014 – Minutes

Date: March 26, 2014

Time: 8:00pm (Eastern)

Place: Teleconference

### Present

Anis (Southern Alberta)  
Rossitza (Northern Alberta)  
Mooney (Northern Alberta)  
David (Hamilton)  
Patrick (Toronto)

Dirk (Canadian Atlantic)  
Mark (Vancouver)  
Elroy (Vancouver)  
Bruce (IEEE Canadian Review Liaison)

### 1. Approval of the Agenda – Meeting # 3-2014

Approved

### 2. Approval of the minutes of meeting # 2-2014 held on February 26, 2014

Approved with a minor amendment.

### 3. Chairs report

- a) The newly introduced online reporting system is working well. The section champions are reporting online.
- b) Requested the executive members to send a thumbnail picture to be published on the TISP-Canada website.
- c) Requested to send event photos to the webmaster to be published on the website.

### 4. Reports on previous action items (Anis)

- a) Confirmed that IEEE Canada has approved Anader and Patrick's attendance in the spring meeting in Mississauga.
- b) Patrick to make a five-minute presentation in the meeting. This will be targeted to the IEEE section chairs for enhancing TISP activities in the respective sections.
- c) Anader will invite some of the TISP champions as speakers or panel member.
- d) The mailing list has been updated. As suggested by the committee, TISP volunteers from Seattle are not members of TISP Canada and they will be removed from the mailing list.

### 5. Updates from TISP ad-hoc committee (Patrick)

As a starting point, Patrick contacted other committee members for their suggestions. This will help the committee identify objectives and what to accomplish. They agreed to start with conference calls. The committee wants to reach the sections those were active but remaining quite in the recent months. This could be done after the spring Board meeting.

**6. Support for an inviting speaker at STAO (David)**

The presence of TISP Canada at STAO has a great impact. In a simple math, reaching out the teachers at STAO is equivalent to reaching out of about 25,000 students. There will be two discussion panels consists of 2-3 IEEE members, university faculty members and university students at STAO. Dave requested \$1200 from the TISP to support travel and accommodation of an invited speaker. Anis pointed out that while inviting a speaker at STAO is important but the requested amount is big with respect to the total budget of \$5000. The possibility of raising additional supports from other sections has been discussed too. The committee approved the requested funding of \$1200.

**7. Newsletter (Dirk and Bruce)**

The newsletter team is currently editing it. The team has requested the sections to contribute stories. This may include photos and a write-up of about 500 words.

**8. Section activities (all)**

Section activities were discussed. A detailed report is presented in appendix-A.

**9. Schedule for next meeting**

Wednesday, April 30, 2014 at 8:00pm (Eastern)

**10. Other business**

Anis commented on the improvements of TISP Canada website. While the improvements are satisfactory, further improvements are needed.

**11. Adjournment**

The meeting was adjourned at 9:00pm (Eastern).

Sincerely,



(Anis Haque)  
Chair, TISP Canada