

Meeting Minutes
UW-ITE Student Chapter 2011-2012
Second Meeting: June 14, 2011

Present: Amir Ghods, Deborah Santiago, Kyrylo Rewa, Akram Nour, Soroush Salek
Moghaddam, Roshanak Taghipour, David Duong

Regrets: Mohab El-Hakim

Amir started the meeting at 3:05 PM.

1- Funding issues:

- \$80 has been added to the UW-ITE SC account due to a surplus from participating in the CITE Traffic Bowl. This will be used to fund the upcoming BBQ event.
- Kyrylo has submitted the student chapter's GSEF applications. No supporting letter from the faculty was attached, but the GSEF review board was notified that one could be provided upon request
- There was a discussion about CIMA+ request for surveyors to collect parking data in downtown Kitchener. Most of the executives volunteered and Pedram (CIMA+ coordinator) was contacted. Unfortunately, all the eight spots were taken.

2- Sponsors

- Amir and David will write a cover letter that will be sent out with the brochures. Dr. Hellinga and Amir will sign on behalf of the UW-ITE SC
- Currently there are five companies on the mailing list that we have contacts for: CIMA+, iTRANS, IBI, Miovision, etc.
- Amir wants to pursue Miovision Inc. to sponsor us.
- There is a need to send out the brochures and cover letters as soon as possible.

3- Website

- Deborah did an amazing job revamping the UW-ITE SC webpage. She was commended for her good work.
- Website Committee Suggestions: Akram suggested we upload presentation slides, video and/or voice of the presentations that we host on our website in order to get more people

to visit. There was some concerns that presenters do not want their presentation on our webpage. He also suggested we encourage people in our group to put up their own personal webpage and link to the UW-ITE SC webpage. This will improve our search profile rank. Amir suggested we post the photos of the current executive along with a short bio besides each person's profile picture. Another need is to upload photos from the events. Amir suggest we use a online photo hosting service and David pointed out that we should just use the UW-ITE SC Google account linked with Picasa. More can be done to inform our group that we have a new revamped webpage.

- The TSRG website needs to be update. Possibly with a new header photo and news related to the group

4- Summer social events

- Approximately 10 people have registered so far. The food will be bought Thursday night. Amir and David will bring coolers and/or ice. The drinks are with Akram. Mohab will send a reminder email to get more people to participate.

5- Academic events

- Roshanak will ask Jeff about contact at the GRT to set up a site-visit of their facilities. Kyrlyo and Deborah will help as a go between with Jeff and Roshanak
- Amir needs to know how many people are going to the Miovision Open house event. Carpooling and other details need to be arranged
- Roshanak has schedule a seminar with Dr. Fu's visiting professor Dr. Xumei Chen on "Micro-simulation Study of the Effect of Median Bus Lanes with Midblock Stop on Capacity of Urban Signalized Intersection" for Tuesday, June 21 from 1:30 pm to 3:00 pm.

6- Seasonal newsletter

- Everyone was reminded to keep the document and photos of events. The student chapter will create a term newsletter at the end of the spring term. This will be sent through the CITE to members.

7. Other

- Photos for the executives will be taken at the BBQ. Everyone was reminded to dress as they wish for the photo. These will be posted on the bulletin board and webpage.

The meeting was adjourned at 4:00 PM.