

Minutes for UW-ITE-SC Executive meeting – July 16, 2012 – 4:30 to 6:00 pm

Attendees: Soroush Salek Moghadam, Reza Norouzi, Jonathan T.J. Kwon , Ehsan Bagheri, Usama Shaddah, Amir Zarinbal, Kevin Yeung.

Kevin joined the ITE student chapter group as the Undergraduate Director.

For the next years the chapter can hold elections for the undergraduate director position. The position will help maintaining a connection between the chapter and the undergraduate students. In order to encourage the undergraduate students we can provide them some advantages of joining the chapter.

Kevin will provide some feedback from the undergraduate students about the potential benefits for joining the chapter.

1. Academic events

- a. Soroush can do a presentation in early August (first week)
- b. Amir will contact Hatch Mott McDonald for inviting them for a presentation, and will meet Prof Hellinga for a site visit to MTO COMPASS and coordinating for an external professor seminar. (potentially Prof Persaud from Ryerson University)
- c. Amir will give an update on July 24th above the mentioned tasks above.
- d. It is suggested to have workshops or presentations from outside university (e.g. industries) to presents their works. Details can be disgusted in the next meeting. The seminar series can be held during the winter term.
- e. Amir will contact students to ask them about their availabilities for giving a presentation.

2. Website/Communication

- a. Two websites are linked and shared some contents
- b. At the end of each term we will ask professors (sending them out emails) in the transportation group to update their publications.
- c. Executive members try to update the list of graduate students in the transportation group (currently under supervision and graduated). Deadline is July 24th
- d. Jonathon will upload the executive board minutes to the website.
- e. Photo gallery will be removed from the TSRG website and will be kept only on the UW-ITE website.
- f. Publications will go under the recent news
- g. Seminars/conferences will go under the upcoming events.
- h. “You can be our gold sponsor” will be put under the gold sponsor section.
- i. Kevin will send a photo of himself by the next week (July 24th, 2012)

3. Social Events

- a. Suggestions for events: outdoor paintball, swimming, fire camp, beach, kayaking, tubing. Akram will get a quote and present it by July 24th. The event will be scheduled during August.

4. Seasonal Newsletter

- a. List of awards will be updated by Jonathon.
- b. Ehsan will provide the highlights.
- c. Prof Fu will provide the Project highlight – Prof Hass will be contacted again about the Professor Highlight. Roshanak will provide the Masters highlight. Akram will do the PhD highlight.

- d. Everything should be provided at most by mid-August.

5. Funding Issues

- a. Account update: Current balance = \$2678.75
- b. Soroush and Usama will sit after TRB deadline to discuss a budget plan for the upcoming year.
- c. Reza and Akram will approach the GSEF to discuss the funding issue (maybe through professors)

6. Fund Raising and Sponsors

- a. Hatch and CIMA+ can be approached again to be our sponsor for the next year.
- b. We can ask the sponsors to come to the school and presents their projects and companies.