



IIE Toronto

Monday, June 23, 2008

MEETING MINUTES

Senior chapter Board Meeting

IIE Toronto - Chapter # 087

Monday June 23, 08- Casey's Bar & Grill" at Yorkdale Shopping Centre, Toronto

Minutes from Monday June 23, 2008

CALL TO ORDER: 6:20 PM

Attendees List:

#	Members Present	Regrets	Absent
1	Kathleen Clough	Vladimir Vasilko	Vidula Shetye
2	Mohammad Kamali	Andrew Avgousti	Alfred Chan
3	Wan Ting Gan	Ed Karam	Angy Tadros
4	Candice Langois	Raveen Satkurunathan	Wade Mak
5	Abhishek Arora	Daniela Hawkins	Ferida Hosseinian
6	Faraaz Bahamany	Anja Silj	Jasdeep Kaile
7	Mohammad Bayan	Ladan Taherzadeh	Silvia Daiz
8	Laura Chiu	Gaurav Paliwal	Aruran Sakthikumar
9		Alexey Togunov	Christina Hang
10		Ashu Singh	Daniel Yoon
11		Daniel Lim	Marinella Rodriguez
12		Mustafa Ayub	Mustafa Ayub
13		Sanaz Eskandarian	Sanaz Eskandarian
14		Ashwini Kumar	Ashwini Kumar
15		Simon La	Simon La
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1. AGM:

Kathleen: In the past we had the AGM on May, June and September and they all had good participation. If we would decide to have AGM on Summer time, then considering the time and availability of people, there are possible dates to select the date:

- Thursday July 24th
- Thursday July 30
- Wednesday Aug 06
- Thursday August 21st

The decision will be made upon communication with other board members and availability of location and speakers.

Candice: will try to find the speaker and the topic will be on "Engineering and MBA". A lot IE are considering MBA as an option for further career and education development and this topic could be very attractive for members.

2. New Board Positions:

- 2.1. Kathleen will send out a communication email regarding the election, available positions and a short description of tasks. This would help new candidate to find out more about roles and responsibilities of each position.
- 2.2. Director at larges will be asked to come up with initiatives which help senior chapter performance. We can also come up with list some initiatives and ask the Director at larges to choose from that list or come up with new one.
- 2.3. We should reduce the # of directors at large to # Of Directors +1. Current directors can compile a list of tasks and responsibilities that can be assigned to directors at large.
- 2.4. Description of all positions will be sent out along with the email for AGM.

3. Student Chapter Performance and Participation Tracking System:

- 3.1. Currently there are no formal procedures to help making decision on amount and frequency of Grants that will be awarded to student chapters.
- 3.2. Mohammad and Laura are started working on a creating some control and measures around this process. The goal is create a formal procedures, forms and application that students' chapters can use and senior chapter can use for evaluation and allocation of grant funds to them.
- 3.3. High level decision criteria are been discussed with the other board members and asked for feedback. Main evaluation criteria are based on student chapter participation on senior chapter events and on # and quality of their own events. A point system will helps and motivates student chapters to attend our events and become more active in order to promote IIE and getting higher grants.
- 3.4. Mohammad and Laura will present the final draft to board on next meeting before presenting this on AGM.

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4. IIE International Conference Updates:

- 4.1. Wan Ting: Conference was very educational and there were different sessions on the conference. One of the main take away from the sessions was creating Score Card for performance of board members.
- 4.2. Kathleen is in favour of the idea and she is going to establish the first draft for measures of success.

5. Change School Partnership:

- 5.1. Mohammad: Since we are going to have our AGM by mid-September at latest and this might not be enough time for Chang School and we prefer to have a separate event for change School.
- 5.2. Mohammad: We may want to conduct a formal session with Ryerson Chang School to go outline the sponsorship package benefits and get the buy in from them.

6. Attendance Report of 07-08 Board members:

- 6.1. Mohammad: since we are going to have another meeting before the AGM, I will the send the Attendance report along with the next meeting minutes.

7. Other/New Business

- 7.1. Location of Board meetings: Kathleen suggests that should find a better place for our meetings next year. Candice: will check with her workplace (BMO) for next meeting. There address is 120 Bloor street East.

8. Meeting Adjured (7:45 PM)