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**IEEE STUDENT BRANCH IIUM, No. 02, 14Feb2017**

Tuesday, 14 February 2017, Venue IIUM ECE Department

Decisions made are as under:

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| **Discussion/decision** | **Action** |
| Started at 10:10pm with Surah Al-Fateha. The previous meeting minutes are approved – proposed by Mohammad Hasan, seconded by Alhareth | SB Members |
| 1. **Annual General Meeting**   The IEEE SB IIUM Committee for 2016 is dissolved. The following are elected to be the 2017 IIUM SB Committee   |  |  |  | | --- | --- | --- | | **No** | **Names** | **IEEE No** | | 1. | Alhareth Mohammed Tawfiq Zyoud - Chair | 93125607 | | 2. | Dr. Mohammad Kamrul Hasan – Past Chair | 90852712 | | 3. | Muhammad Yaqoob Koondhar – Vice Chair | 94222728 | | 4. | Ehsanur Rahman - Secretary | 94158737 | | 5. | Faraz Shaikh - Treasurer | 94161436 | | 6. | AKM Zakir Hossain - Member | 93218871 | | 7. | Atika Arshad - Member | 94124144 | | 8. | Ezzidin Aboadla - Member | 94161471 | | 9. | Shayla Islam - Member | 93893893 | | SB Members |
| 1. **Past-IEEE SB IIUM chair services**   Dr Sheroz Khan applauded Mohamad Kamrul Hasan services as Chair for the past two years. He was appreciated by certificate and a token gift. | SB |
| 1. **IIU SB Activities Planning**   The meeting decided to continue with activities of Technical Talks, Work Shops, conferences, and participation in the activities under the IEEE Malaysia Section and IMS. The meeting decided for followings activities:   1. Holding the ICETSS 2017 – Sheroz Khan   Sheroz Khan to prepare proposal and online application for ICETSS   1. CST/Matlab Workshop - Mohamad Kamrul Hasan   Mohamad Kamrul Hasan to preare proposal for the Workshop   1. Educational support events 2. Membership promotion 3. Social events | Mohamad Kamrul Hasan & Sheroz Khan, SB |
| 1. **IEEE SB IIUM Signature Changes**   The meeting decided that Mohammad Hassan signature in the Bank Account be accordingly replaced by that of Alhareth.  Signatory Change is as the following:  Name of account: IEEE IIUM Student Branch  Account Number: 1407-0009877-72-4  Bank: Bank Muamalat  Address: Bank Muamalat, Universiti Islam Antarabangsa  **Current Signatory**:   1. Sheroz Khan 2. Mohamad Kamrul Hasan 3. Shaikh Mohammad Ehsanur Rahman   **Change to New Signatory:**   * 1. Sheroz Khan   2. Alhareth Mohammed Tawfiq Zyoud   3. Shaikh Mohammad Ehsanur Rahman   Condition of signatures:  All to sign or **any 2 from 3** | SB Members |
| 1. **IIU SB Activities**   The meeting decided to continue with activities of Technical Talks, Work Shops, conferences, and participation in the activities under the IEEE Malaysia Section. The meeting decided on activities   1. Holding the ICETSS 2017 – Sheroz Khan 2. CST/Matlab Workshop - Mohamad Kamrul Hasan 3. Educational support events 4. Social events | Mohamad Kamrul Hasan to preare proposal for the workshop |
| 1. **AOA**   The IEEE SB website is in preparation by SB member, Umer.  For vTools Officers Report, login to website at  <https://officers.vtools.ieee.org/tego_/main/logout> and to choose STB65011 - Intl Islamic Univ Malaysia | Mohamad Kamrul Hasan to preare proposal for the workshop |
| The meeting adjourned at 1130pm with Surah Al-Aser and Tasbih Kifarah |  |