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**IEEE IIUM STUDENT BRANCH, No. 04, Dated: 11May2017**

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| **No** | **Name** | **Mem. No** | **Position** | **Phone** | **emails** |
| 1. | Sheroz Khan | 01549179 | Counselor | 0193515830 | Sheroz@iium.edu.my |
| 2. | MohamadKamrulHasan | 90852712 | Past-Chair | 0146318275 | hasankamrul@ieee.org |
| 3. | Alhareth Mohammed TawfiqZyoud | 93125607 | Chair | 0183669004 | [alhmtz@gmail.com](mailto:alhmtz@gmail.com) |
| 4. | Muhammad YaqoobKoondhar | 94222728 | Vice Chair | 0172381321 | yaqoobkoondhar@gmail.com |
| 5. | EhsanurRahman | 94158737 | Secretary | 0132721699 | ehsan.ptl@gmail.com |
| 6. | MD ZakirHossain |  | SB M | 0102514707 | akmzhossain@gmail.com |
| 7. | Umar Bin Qushem |  |  | 0128812308 | umar.iium@gmail.com |
| 9. | ZariminZaharudin |  | SB M | 0192205166 | [Zarimin8816@gmail.com](mailto:Zarimin8816@gmail.com) |
| 10. | FarazShaikh |  | Treasurer | 01137539923 | farazshaikh@hotmail.com |
| 11. | Ali KhadhimLwas |  | SB M | 0182784712 | [ali70ceng@gmail.com](mailto:ali70ceng@gmail.com) |
| 12. | AtikaArshad |  | SB M | 0129725870 | atikaarshad@hotmail.com |

Thursday, May11, 2017

1. Introduction and particulars
2. Logo and website
3. Workshops
4. TS of Conference Financial procedure
5. Any other matter – googleemail group, ICETSS, lunch, IIIUM SB website
6. Closing

Decisions made are as under:

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| **Discussion/decision** | **Action** |
| Started at 4:30pm with Surah Al-Fateha |  |
| 1. Previous minutes   The previous meeting minutes are approved. | SB Members |
| 1. Logo decide   Decide to finalize in terms of colour and geometry and geometrical placement of IEEE & IIUM logo together  Afterward Alharethand Athar will prepare the stamp. | SB Members |
| 1. Work shop    1. Network Simulator (NS 3) workshop (1st July (suggested))    2. Micro-controller board – by Ismail &Ezzidin (...... (suggested))    3. CST and Matlab – Dr Hassan and Zakir (....... (suggested))   The proposals be made the presenter and a poster by Ather for each oworkshop | SB Members |
| 1. ICETSS – 116 submissions in AIT Bangkok, good and ongoing 2. ICISE soon to be approved by KoE KBM, website by IIU Islamabad, TS by the IEEE IIUM SB 3. Technical Sponsoring of outsource conference – we Technically Sponsorconferencesby others bodies or foundations or societies | SB Members |
| The meeting adjourned at 5:45pm with Surah Al-Aser and TasbihKifarah. |  |
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