



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

## Baltimore Section

Executive Committee Meeting Report  
February 27, 2007



This report summarizes the meeting of the IEEE Baltimore Section Executive Committee (ExCom) held on February 12, 2007. Appendix 1 is the February 2007 ExCom Meeting Agenda.

### 1 Introductions

Bob Cuellar called the meeting to order. A general introduction of attendees followed. There were 15 IEEE members in attendance. Appendix 2 is a listing of all attendees.

### 2 Executive Reports

#### 2.1 Chair Report

- Bob Cuellar reported on Teacher In-Service Program (TISP) and ZigBee. Details of this are reported later in these Minutes.
- Bob discussed email he received from Mr. Bob Schmidt representing Modeling and Simulation of Communications and Telecommunications Systems (MASCOTS). Mr. Schmidt is requesting ExCom support to advertise a conference. ExCom has agreed to post this to the Baltimore Section web site.

#### 2.2 Vice Chair Report

- Bill Semancik reported that balances from IEEE Concentration accounts are good and that there are no separate accounts.
- Bill reported that L-31 filings are current for all except Aerospace and Electronics Society.
- Bill reported that L-50 filings are current except for Laser and Electro-Optics Society, Electron Devices / Solid State Circuits Society, and Antenna Propagation / Microwave Theory and Techniques. Deadline for reports to IEEE is February 23; to meet this deadline, Bill needs reports from all societies by February 16.
- Bill suggests that a formal process be developed for submittal of budget requests by the chapters. This is topic for discussion at March ExCom meeting.

#### 2.3 Treasurer Report

- Bill Semancik reporting; Helen Garrison is awaiting certification by IEEE Headquarters. Current balance of Baltimore Section is just over \$53,000.

## **2.4 Secretary Report**

- Dave Kisak reported that ExCom records are in order. L-31 for January ExCom meeting was filed. Minutes were to be published shortly – problem accessing web site had just been resolved.

## **3 Report Highlights from Directors and Chapter Chairs, R2 Area Chair**

### **3.1 Former Chair**

- Boris Gramatikov is advocating for Ralph Wyndrum for nomination to ballot for President-Elect 2008 of IEEE, USA.
- Boris described Soft Skills Course be presented by Bala Prasanna, IEEE Speaker, that provides tips for professional career and life. But first we should clarify whether there would be any PACE (Professional Activities Committees for Engineers) event in the Baltimore region, where such a talk could be included for a larger audience.

### **3.2 Student Activities**

- Neville Jacobs summarized Robot Challenge. Currently 86 teams are registered representing 18 schools (105 teams from 32 schools were registered at this time last year); in addition, 28 robot teams are competing in Canada. More teams are doing automation than last year (25 vs. 20).
- Neville requested \$75 to send to IEEE to place advertisement in the Challenges program. Neville also requested \$300 for contribution to Baltimore Engineers Week Council to help cover activities during Engineers Week 2007. The total \$375 was approved by vote of the ExCom.
- Neville reported receiving calls responding to Newsletter article for judges for Robot Challenge. Neville is estimating that he will need 55 judges for this years competition.
- Neville reported that expenses are exceeding income by about \$3700 and is expecting to get a \$2000 rebate from PACE.

### **3.3 Graduate of Last Decade (GOLD)**

- Tanner Homer, GOLD member, presented 2007 budget request. A budget request for \$1,300 was received by email. This was discussed among ExCom members with final decision of \$800 to be funded by ExCom approved by vote of the ExCom.

### **3.4 Power Engineering Society**

- Dewane Daley, Chair, presented budget for 2007. \$3300 was requested from Section, \$1,000 to fund PES activities and \$2300 to support Engineers Week Dinner. Total of \$3,300 was approved by vote of the ExCom.
- Dewane also discussed plans being developed for PES 2<sup>nd</sup> Annual Gala to be held in the Fall at the Grey Rock Mansion in Pikesville, MD. The event will have a “Casino Night” theme. Further details will be provided later as the program is developed.
- Alan Pressman discussed Remington Homework Club, an after-school activity held at a Baltimore church to help focus inner-city youth on homework and educational activities; currently 11 students are participating in this program. Alan is volunteering time to this club and is seeking ExCom support. Neville Jacobs discussed the Robot Challenge and need for interested youth to register by end of February for the Challenge (competition is 28 and 29 April, but time is needed to build the robots). ExCom has agreed to fund 3 or 4 robot kits at \$49 per kit depending on the number of teams registering. Neville also suggested that corporate sponsorship might be available to fund purchase of tools needed to assemble the kits.

### **3.5 Signal Processing Society**

- Ron Aloysius sought recommendations for speakers to present at Signal Processing Society meetings.

### **3.6 Electromagnetic Compatibility Society**

- Bob Berkovits, Chair, provided following summaries:
  - INCOSE (International Council on Systems Engineering) to have presentation “Effective Design Reviews: Techniques and Tips” by Eric Hoffman, at the Johns Hopkins Applied Physics Lab, Laurel, MD on 21 February.
  - Northrop Grumman to host Engineering Week activity in Central Auditorium from 11:30 – 1:30. IEEE, and others to have representatives in attendance.

## **4 Old Business and Review of Action Items**

### **4.1 Engineering Week Dinner Support**

- Dewane Daley, Power Engineering Society Chair, presented budget of \$2,300 for Engineering Week Dinner; this is a reduction by \$1,000 from the 2006 budget for this event. Contributing to cost reduction was PES decision to hold the dinner at HEM. Dinner will be held on February 22 from 6 – 9 PM in the main conference room.

## **4.2 ZigBee**

- Bob Cuellar summarized activities regarding ExCom sponsoring presentation of ZigBee tutorial by Mr. Charles Lord:
  - Bob discussed this with Carol Carey who opined that she thought this to be a good idea and worth pursuing.
  - Boris Gramatikov put Mr. Lord in contact with Director of Historic Electronics Museum. Reported outcome of this is that the Director expressed no interest in pursuing this at this time due to substantial other activities already on his agenda.
- Following subsequent discussion within the ExCom, a decision was made to not pursue this action. Bob took action to contact Mr. Lord and inform him of this decision.

## **4.3 TISP**

- Bob Cuellar reported on 8 February conference call with Doug Gorham, IEEE Headquarters; participating from ExCom were Neville Jacobs, Bill Semancik, and Boris Gramatikov. Highlights were:
  - Tentative dates of September 7 and 8; alternate dates are September 29 and 30 with Friday start of 4:30 and Saturday 8:30 to 4:30;
  - Need 50 volunteers from Region 2, 12 to 18 volunteers from Baltimore Section;
  - Tentative agenda to be provided by IEEE Headquarters;
  - Possible venues are BWI Marriott and Historic Electronics Museum with meals to be catered.

## **4.4 Continuing Education**

- Boris Gramatikov reported that Part 2 of Developing Real-Time Embedded Products, a Continuing Education Unit course, presented by Kim Fowler, was held on 1/12/2007 at the Historic Electronics Museum. Certificate of achievement is available from IEEE.

# **5 New Business**

## **5.1 New Funding Opportunity for Robot Project**

- Neville Jacobs discussed dialog begun on 1/8/2007 with John Dentler and Dr. Richard Gowan of IEEE Foundation about obtaining a Grant for the Robot Challenge. This is an involved application process. There are three submission deadlines throughout the year, the next occurring on 13 April. Fairly involved discussion occurred. Action to submit application by April deadline was approved by vote of ExCom (13 yes, 1 abstain). Bob Cuellar and Boris Gramatikov are to review application.

## **5.2 2007 Chapter Budgets**

- Bill Semancik commented that a formal process needs to be established for submittal of funding of Chapter Budgets by Baltimore Section. This will be a topic for the March ExCom Meeting.

## **6 Adjourn**

The next meeting of Baltimore Section ExCom was scheduled for March 12, 2007 at The Historic Electronics Museum from 6:00 to 8:00 PM. The meeting was adjourned at 8:30.

## **Appendix 1: February 2007 ExCom Meeting**

### **1. Introduction**

### **2. Executive Reports**

- a. Chair (Bob Cuellar)
- b. Vice Chair (Bill Semancik)
- c. Treasurer (Helen Garrison)
- d. Secretary (Dave Kisak)

### **3. Report Highlights from Directors and Chapter Chairs, R2 Area Chair**

### **4. Old Business and Review of Action Items**

- a. Engineering Week Dinner Support
- b. ZigBee
- c. TISP
- d. Continuing Education

### **5. New Business**

- a. New Funding Opportunity for Robot Project
- b. 2007 Chapter Budgets

### **6. Adjourn**

## Appendix 2: February 2007 ExCom Meeting Attendees

Name	Position	Member	eMail
Dave Kisak	Secretary	Yes	<a href="mailto:dkisak@ieee.org">dkisak@ieee.org</a>
Helen Garrison	Treasurer	Yes	<a href="mailto:helengarrison@ieee.org">helengarrison@ieee.org</a>
Jeff Friedhoffer	Web Master	Yes	<a href="mailto:jafried@ieee.org">jafried@ieee.org</a>
Bill Semancik	Vice Chair	Yes	<a href="mailto:wsemancik@ieee.org">wsemancik@ieee.org</a>
Karyn Ratliff	Secretary – PES	Yes	<a href="mailto:karyn.ratliff@constellation.com">karyn.ratliff@constellation.com</a>
Alan Pressman	Treasurer – PES	Yes	<a href="mailto:alan.pressman@constellation.com">alan.pressman@constellation.com</a>
Dewane Daley	Chair – PES	Yes	<a href="mailto:dewane.a.daley@bge.com">dewane.a.daley@bge.com</a>
Robert Berkovits	Chair – EMC	Yes	<a href="mailto:rjberkov@ieee.org">rjberkov@ieee.org</a>
Bill Soreth		Yes	<a href="mailto:bill.soreth@acrodyne.com">bill.soreth@acrodyne.com</a>
Jay Gamerman	Student Activities	Yes	<a href="mailto:jay.gamerman@acrodyne.com">jay.gamerman@acrodyne.com</a>
Neville Jacobs	Student Activities	Yes	<a href="mailto:nevilleed@aol.com">nevilleed@aol.com</a>
Boris Gramatikov	Past Chair	Yes	<a href="mailto:bgramat@jhmi.edu">bgramat@jhmi.edu</a>
Bob Cuellar	Chair	Yes	<a href="mailto:bobcue@msn.com">bobcue@msn.com</a>
Tanner Horner	GOLD	Yes	<a href="mailto:zane@ieee.org">zane@ieee.org</a>
Ron Aloysius	Newsletter & SP	Yes	<a href="mailto:ronald_aloysius@ieee.org">ronald_aloysius@ieee.org</a>