



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section

Executive Committee Meeting Report
July 22, 2007



This report summarizes the meeting of the IEEE Baltimore Section Executive Committee (ExCom) held on June 11, 2007. Appendix 1 is the June 2007 ExCom Meeting Agenda.

1 Introductions

Bob Cuellar called the meeting to order. A general introduction of attendees followed. There were 16 IEEE members in attendance. Appendix 2 is a listing of all attendees.

2 Executive Reports

2.1 Chair Report (*Bob Cuellar*)

- Sr. Member Development - Vil Arafiles to go to PACE (Professional Activities Committees for Engineers) Chair for Carol Carey; need is for someone to replace Vil in Sr. Member Development.
- Julie Modlin is Secretary for Communications Society.
- Elections Committee
 - Three people are required for Elections Committee.
 - Per By-Laws, Section Chair appoints Election Committee.
 - Need is for Committee Chair and three members.
 - Boris Gramatikov to Chair; additional members being considered are Jay Gamerman, Alan Pressman, and either Vil Arafiles or Jeff Friedhoffer.
 - Nominations for Baltimore Section Officers are due by end of August.
- Per Email from IEEE, the Aerospace and Electronic Systems (AES) Society of the Baltimore Section is dissolved due to three years of inactivity; Bryan Womak is trying to revive AES.

2.2 Vice Chair Report (*Bill Semancik*)

- Conflict with this evenings meeting for HEM conference room was averted – HEM was unaware of scheduled ExCom meeting for tonight.
- Meeting schedule for October and November is changing from standard second Monday of the month due to Government Holidays (Columbus Day and Veteran's Day). The ExCom meetings in October and November will be held the first Monday of these months, 1 October and 5 November, respectively.

- Teacher In-Service Program (TISP) workshop:
 - Website is operational.
 - Two projects identified for the workshop:
 - Motor winding kit (2 person effort in 1 to 3 hours)
 - Construction of robot arm
 - TISP is scheduled for 7 and 8 September
 - Friday at Marriott starting at 4:30
 - Saturday at HEM from 9:00 to 4:00
 - Expecting 10 to 12 educators to train IEEE members on how to develop lesson plans and provide them to teachers in schools systems.
- Futher to dissolution of AES, Annapolis Subsection (David Boyd, Chair) has been inactive for 6 months. Bill Semancik to check for inactivity in concentration banking account of Annapolis Subsection.

2.3 Treasurer Report (Helen Garrison)

- Account balance for Baltimore Section as of 1 June: \$67,418.32.
- Annual membership fee paid to Engineering Club of Baltimore.
- Budget of Baltimore Section was reviewed.
- Globecom Exposure: If underrun on income, Baltimore Section is committed to \$5000.
- PES Gala:
 - Baltimore Section contributing \$2000.
 - Event is scheduled for 9 November at Grayrock Mansion.
 - Dr. Patrick O'Shea, Chair, Electrical Engineering Department at University of Maryland to speak.
 - Casino Night Theme
 - Invitations: Need recommendation of names to provide to PES; \$60 fee.

2.4 Secretary Report (Dave Kisak)

- Summary information of L31's filed by the Societies of the Baltimore Section as of the date of this report follow:

SubName	Society	L31's Filed
AES	Aerospace and Electronics Systems	0
AP/MTT	Antennas and Propogation / Microwave Theory and Techniques	0
AS	Annapolis Subsection	0
COM	Communications	0

CS	Computer Society	0
E25 Jt. Balt/WA		1
ED15/SSC37	Electron Devices / Solid State Circuits	2
EMB	Engineering in Medicine and Biology	0
EMC	Electromagnetic Compatibility	0
GOLD	Graduates Of Last Decade	5
IA34	Industry Applications	7
LEO36	Lasers and Electro-Optics	4
PE31	Power Engineering	5
PEL35	Power Electronics	5
R07	Reliability	1
Baltimore	Baltimore Section	6
SP01	Signal Processing	3
WIE	Women In Engineering	3

3 Old Business and Review of Action Items

- Nothing to report.

4 Report Highlights from Directors and Chapter Chairs, R2 Area Chair

- Ron Aloysius
 - Signal Processing: Nothing to report.
 - Newsletter
 - July Newsletter to be published.
 - Distribution of June Newsletter was down by 500; was expecting 3800 to be sent but only 3300 were sent.
 - Advertisement – Financial sector looking for people with engineering background for modeling; 10 years experience.
 - Prior experience with selling advertising from four years ago was to charge \$200 or \$300 for 3 consecutive months of advertising; planning \$100 per month for 2 or 3 month advertisements.
 - Funds and print copy are to be sent to Ron.
 - Boris Gramatikov recommended including a note in Newsletter that advertising is reaching about 4000 people distributed among about 100 Fortune-500 companies.
- Brian Sequeira – Candidate for Sr. Membership; is working from 4500 Alumni database to get new members.
- Boris Gramatikov – Continuing Education: Second CEU course is being planned; focus is DSP/FPGAs. Looking for speaker with first-hand knowledge. Tom

Patton recommended Annapolis Microsystems as possible source. Current thought is to hold CEU training on two Saturdays in September.

- Andrea Kraay, WIE:
 - New leadership structure consisting of small governing council versus formal officers.
 - Declining attendance observed. Survey of what people want from WIE: results are social, career advancement, and community involvement.
 - Working with Jr. High School students. Topics include Signal Processing to develop a spatial filter and polygraph experiment.
 - Next meeting is Summer Social joint with GOLD – August Pot Luck.
 - Budget: Past years were \$700 per year; for new budget want to continue at \$700 per year to use for supplies for working with students; current balance is \$547.08.
 - From Baltimore Section ExCom
 - L50's: Need expense classifications
 - For Governing Council, must have a Chair.
- Alan Pressman, PES
 - Dwayne Daley is resigning chair due to relocation to Atlanta, GA; Alan is new Chair.
 - Last technical meeting: “Predicting Next Blackout” presented by Tony Slava; 30 attendees.
 - Currently planning two technical meetings; will also host a training course – details to follow.
- Steve Bayne, PEL
 - Second meeting was held; Summer BBQ is planned.
 - Since start-up, \$1400 received from National Society Start-up funds; looking at applying funds for scholarship with local schools.
- Jay Gamerman, Robot Challenge
 - 51 teams competed – most attended event; 23 completed obstacle course
 - 52 of 103 teams dropped out, main reason appearing to be organizational problems – tasks assigned but not completed by team members resulting in remainder of team losing interest.
 - \$1087.29 outstanding expenses.
- Bob Berkowitz, EMC
 - Expo in Waldorf occurring on 12 June 2007
 - Navair in Lab talk on EMT and Reverberation Chamber

- DC/Southern MD
 - See EMC Program Overview
 - EMC Colloquium and Exhibition
 - T. Rowe Price – interest in Engineers and modeling
 - Fall Meeting
- GOLD: Slight decline in attending members; March meeting was on Resumes.
- Dave Kisak: Presented request from UMBC to publish request in Newsletter for IEEE members to participate in survey on software metrics; Dave took action to forward request and write brief summary of this request for publication in July Newsletter.
- Tom Patton: Chair Dinner lessons learned was discussed; requested help in early identification of who will be attending from Robot Challenge for next year's dinner. Need is for names, affiliations, and meal order.
- Awards:
 - Tom Patton: Letter and monetary award for hosting Chair Dinner
 - Boris Gramatikov: Past Chair's Award
 - Mike Simons: HEM Donation for supporting IEEE
 - And others
- Follow-up on Communications Society
 - Julie Modlin: Treasurer
 - Need leadership and Chair identified
 - Bill Anselm to work with Julie to revive

5 Adjourn

No ExCom meetings are scheduled for July and August. Next meeting will be on 10 September 2007 with refreshments and casual discussion starting at 6PM at the Historic Electronics Museum in Linthicum.

Appendix 1: June 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. Old Business and Review of Action Items

4. Report Highlights from Directors and Chapter Chairs, R2 Area Chair

- Presentations by attendees.

5. New Business

- Chapter Chair Dinner – Tom Patton
- Nominations and Elections Committee - ExCom
- Advertisement for IEEE Newsletter – Ron Aloysius
- Distribution of Software Metrics Survey – Dave Kisak
- WIE Budget Presentation – Andrea Kraay
- Communications Society Officer Support
- Power electronics budget details
- Power Society has new chair

6. Adjourn

- No ExCom meetings are scheduled for July and August. Next meeting will be on 10 September 2007 with refreshments and casual discussion starting at 6PM at the Historic Electronics Museum in Linthicum. Have a great summer!

Appendix 2: June 2007 ExCom Meeting Attendees

Name	Position	Member	E-mail
Bill Semancik	Vice Chair	Yes	wsemancik@ieee.org
Bob Cuellar	Chair	Yes	bobcue@msn.com
Dave Kisak	Secretary	Yes	dkisak@ieee.org
Helen Garrison	Treasurer	Yes	helengarrison@ieee.org
Bill Anselm		Yes	banselm@ieee.org
Jay Gamerman	Student Activities	Yes	Jay.gamerman@acrodyne.com
Stephen Bayne	PEL Chair	Yes	sbayne@arl.army.mil
Brian Sequeira	Past Chair	Yes	Brian.sequeira@ieee.org
Ronald Aloysius	Newsletter/SigProc	Yes	Ronald_Aloysius@ieee.org
Tom Patton	Awards	Yes	Tpatton@ieee.org
Andrea Kraay	WIE Chair	Yes	akraay@alum.mit.edu
Alan Pressman	PES Treasurer	Yes	Alan.Pressman@constellation.com
Boris Gramatikov	Past Chair	Yes	bgramat@jhmi.edu
Robert Berkovitz	EMC Chair	Yes	rjberkov@ieee.org
Karyn Ratliff	PES Vice Chair	Yes	Karyn.ratliff@constellation.com
Michael Pearse	Comm Coordinator	Yes	michaelpearse@ieee.org