



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section

November Executive Committee Meeting Report
December 2, 2007



This report summarizes the meeting of the IEEE Baltimore Section Executive Committee (ExCom) held on November 5, 2007. Appendix 1 is the November 2007 ExCom Meeting Agenda.

1 Introductions

Bill Semancik called the meeting to order. A general introduction of attendees followed. There were 12 attendees comprising 11 IEEE members and one student from the University of Maryland. Appendix 2 is a listing of all attendees.

1.1 U of MD Racing

Jeff Gammerman, Student, U of MD, presented briefing on the University of Maryland's Formula SAE and Baja SAE racing teams. The briefing described efforts of students from mechanical and electrical engineering disciplines to compete in collegiate auto racing events. Jeff concluded his briefing with a request for funding to sponsor the student's racing efforts. The Executive Committee elected to address this later during the meeting.

2 Executive Reports

2.1 Chair Report (*Bill Semancik, Acting*)

- Senior Member Day: 26 Senior Member applications were received.
- TISP: 19 October was Technical Education Expo. Highlights are
 - Four-times compression of TISP Training Session – 2 hours, 2 lesson plans covered in parallel.
 - 13 Individuals in attendance – half were interested in presentations to their schools.
 - John Dentler to work with Frederick County Schools.
 - Baltimore County representative stated desire to provide input to lesson plans.
 - Harford County – there is need for three engineers to contact Harford County schools.
- GLOBECOM:
 - Volunteers needed and to staff Baltimore Section booth.

- Pictures for the Baltimore Section booth are requested from PES, Robot Challenge, TISP, and Sr. Member Day.

2.2 Vice Chair Report (Vacant)

2.3 Treasurer Report (Helen Garrison)

- Fund balance for Baltimore Section is \$64,245.34 as of 10/22/2007.
- \$100 transferred to EMB for new member.
- \$1800 to Neville Jacob for conference in Germany.
- \$3100 received from PACE for Robot Challenge.

2.4 Secretary Report (Dave Kisak)

- Summary information of L31's filed by the Chapters and Affinity Groups of the Baltimore Section:
 - Three chapters and Annapolis Subsection haven't filed L31's as of this meeting.
 - Comment provided is that Engineering Society has a second meeting planned.

| SubName | Society | L31's Filed |
|-----------------|------------------------------------------------------------|--------------------|
| AES | Aerospace and Electronics Systems | 1 |
| AP/MTT | Antennas and Propagation / Microwave Theory and Techniques | 0 |
| AS | Annapolis Subsection | 0 |
| Baltimore | Baltimore Section | 8 |
| COM | Communications | 0 |
| CS | Computer Society | 0 |
| E25 Jt. Balt/WA | | 1 |
| ED15/SSC37 | Electron Devices / Solid State Circuits | 8 |
| EMB | Engineering in Medicine and Biology | 1 |
| EMC | Electromagnetic Compatibility | 0 |
| GOLD | Graduates Of Last Decade | 5 |
| IA34 | Industry Applications | 13 |
| LEO36 | Lasers and Electro-Optics | 4 |
| PE31 | Power Engineering | 11 |
| PEL35 | Power Electronics | 6 |
| R07 | Reliability | 1 |
| SP01 | Signal Processing | 3 |
| WIE | Women In Engineering | 4 |

3 Discussion Topics

3.1 U of MD Student Project Sponsorship

- Discussion was held regarding sponsoring the U of MD Racing Team in response to briefing presented by Jeff Gammerman. Agreement was reached for following funding profile:
 - \$500 direct donation;
 - \$500 incentive to raise funds from Washington, DC Section;
 - \$50 per student for new IEEE Student Members, to a maximum of \$500.
- Walt Willing raised motion to provide above sponsorship; Neville Jacob seconded the motion. Vote of ExCom was unanimous in favor of sponsoring the students.

3.2 Volunteers for GLOBECOM Booth

- Volunteers to man Baltimore Section booth were identified. Neville Jacob worked booth on the 27th, Shunyou Long worked on the 28th, and Bill Soreth provided coverage on the 29th.

3.3 UMBC CAPSTONE Program

- John Pinkston reports mentors have been identified for this year's projects. Currently he is soliciting ideas for Spring 2008. Nothing further is need at this time.

3.4 Baltimore Section Website Alias

- IEEE-Baltimore was agreed upon for alias.

3.5 Chapter Status

- AES – 2nd meeting for this year is planned. A replacement is needed for Brian Womack for next year.
- COMSOC – Jeff Friedhoffer is arranging a meeting with the Signal Processing Society.
- Computer Society – Need officers and chair to replace Bonni Nwugwo.

3.6 End of Year Records Status

- L50's – Required before end of February
- Taxable Payments to Individuals – Required by end of January. This reports all cash awards, including checks and gift cards, presented to individuals. There is no minimum for this report.
- Timely filing of reports earns 10% bonus on rebates to Section.

4 Old Business/Action Item Review

- Nothing to report.

5 New Business

- Nothing to report.

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

- John Dentler, R2 Director
 - IEEE Board meeting week of 12 November. Topics being taken to Board are Concentration Banking, Neville Jacob trip to Germany and Robot Challenge, and TISP.
- Ron Aloysius, Chair Signal Processing and Newsletter
 - Signal Processing Society to hold joint meeting with COMSOC.
 - Newsletter received \$100 check from T. Rowe Price for advertisement. T. Rowe Price was impressed with results of advertisement and want 1 year subscription.
- Rachel Andre, Chair GOLD
 - October Officers meeting held.
 - Brewery tour event changed to January.
 - GOLD may have three new members.
- Walt Willing, Chair Reliability Chapter
 - Two planned meetings:
 - 11/12: “Use of Heritage Data, and Other Partially Applicable Information in Reliability Prediction of Systems under Development,” Speaker Dr. Ali Mosleh, U of MD, Reliability Engineering Program
 - 12/12 (Tentative): “System Reliability Evaluation Using Normalized Test Data,” Speaker James Farmer, EG&G Technical Services, Inc.
 - Expecting \$100 from IEEE Reliability
- Neville Jacobs, Student Activities
 - Robot Challenge
 - Requests for robot kits received from six schools – 42 Manual Robot Kits and 5 Automation Kits. 30 teams identified so far.

- Have 70 Robot Kits and expect 30 more in another day. Have 35 Automation Kits, quality is improved over last year; we expect another 50 kits by end of year and 30 kits next year.
- Expecting invoices from Kelvin totaling \$8562.14.
- Expenses for 2007-08 Academic Year are \$1545.75, most for printing manuals.
- Schedule:
 - 11/15: Meeting at Museum of Industry
 - 4/12 – 4/13: Robot Challenge competition
- TEAM Expo Conference: Enquiries from 19 schools regarding Robot Challenge and 13 schools regarding TISP were received.
- Jay Gamerman, Student Activities
 - Discussed video recording with Noelle Bryson – this is very expensive for professional work.
 - Currently looking to borrow a camera from WGFF. Camera will have correct format. Long Reach to be photographed.

7 New Action Item Summary

- No new action items.

8 Adjourn

Next meeting will be on 10 December 2007 with refreshments and casual discussion starting at 6PM at the Historic Electronics Museum in Linthicum.

Appendix 1: November 2007 ExCom Meeting Agenda

1. Introduction

2. Executive Reports

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

3. Discussion Topics

- U of MD Student Project Sponsorship
- Volunteers for GLOBECOM Booth
- UMBC CAPSTONE Program
- Baltimore Section Website Alias
- Chapter Status
- End of Year Records Status

4. Old Business/Action Item Review

5. New Business

6. Highlights from Directors and Chapter Chairs, R2 Area Chair

7. New Action Item Summary

8. Adjourn

- Next meeting will be on 10 December 2007 with refreshments and casual discussion starting at 6PM at the Historic Electronics Museum in Linthicum.

Appendix 2: November 2007 ExCom Meeting Attendees

| Name | Position | Member | E-mail |
|----------------|----------------------|---------------|--------------------------------------------------------------------------|
| Semancik Bill | Chair | Yes | wsemancik@ieee.org |
| Dave Kisak | Secretary | Yes | dkisak@ieee.org |
| Helen Garrison | Treasurer | Yes | helengarrison@ieee.org |
| Neville Jacobs | Student Activities | Yes | nevilleed@aol.com |
| Rachel Andre | Chair - GOLD | Yes | andrer@gmail.com |
| Walt Willing | Chair - Reliability | Yes | waltwilling@ieee.org |
| Ron Aloysius | Newsletter, SP Chair | Yes | ronald_aloysius@ieee.org |
| Jay Gamerman | Student Activities | Yes | jay.gamerman@acrodyne.com |
| John Dentler | Director R2 | Yes | identler@ieee.org |
| Jeff Gammerman | | No | jgamerma@umd.edu |
| Shunyou Long | Sr. Member | Yes | shunyou@ieee.org |
| Bill Soreth | | Yes | Bill.Soreth@acrodyne.com |