



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section

January Executive Committee Meeting Report
January 9th, 2012



This report summarizes the IEEE Baltimore Section Executive Committee (ExCom) meeting held on January 9, 2012 at the National Electronics Museum (NEM), Linthicum, MD (<http://www.nationalelectronicmuseum.org>). 10 IEEE members attended, there were no visitors. Appendix 1 is the meeting agenda, Appendix 2 is a list of meeting attendees and Appendix 3 is the Student Activities Status.

1. Introductions

Walt Willing called the meeting to order at 6:30 PM.

2. Approval of Minutes

October and November minutes are MIA. Dave Price will send out others for approval March 2011, June 2011, September.

Executive Reports

- a. Vice chair – Dave Price – Nothing to report
- b. Treasurer –Collin Krepps
The section has sufficient funds on hand, PACE transfer still outstanding, L50 net suite
- c. Chair – Walt Willing
- d. Secretary – Kate Duncan

3. New Business

- 1) Close Out Requirements for 2011
 - a. L50 Financial Report
Net Suite for L 50 Reporting - A learning module is included as part of the CLE and the link to Net Suite can be found on the Volunteer Desk Top as well.
 - b. Society Meeting Reports and “Compliance” Status (2 Tech meetings/yr)

Organization	Technical Meeting Dates						
Aerospace and Electronic Systems	4/11/11	6/1/11					
Antenna Prop Theory and Techniques	4/11/11	6/3/11					
Communications	2/9/11	3/8/11	12/13/11				
Computers	11/5/11						
Education Society							
Electron Devices/Solid State Circuits	4/13/11	6/6/11	9/28/11	11/15/11			
Electromagnetic Compatibility	3/2/11						
Engineering in Medicine and Biology	4/13/11	6/11/11	12/3/11				
Industry Applications	4/14/11	5/4/11	5/10/11	10/18/11	10/25/11	11/15/11	11/16/11
Lasers and Electro-Optics							
Power Engineering	3/2/11	11/1/11	12/8/11				
Power Electronics Society							
Reliability							
Signal Processing Society	4/11/11	9/13/11					

LEOS, PEL, Reliability and EMC did not have two technical meetings in 2011

- c. Officer Change Reporting – Secretary does the reporting – officer reporting on line – update the website with current officers
- d. Other – deadlines for I30, I50
- 2) Region 2 Online Leadership Workshop (1/21/12) Contact Murty P.
murtyp@ieee.org – it is recommended to attend if new to volunteer position in IEEE or have never participated prior
- 3) Region 2 Meeting
Dates for the IEEE Region 2 meeting are be February 25th and 26th (Saturday & Sunday). R2 still identifying the venue (Southern Jersey/Atlantic City or at the Baltimore Airport) – if the meeting is held in Baltimore, the Baltimore section EXCOM invited to attend
- 4) Engineers Week Council (ESB), Donation
Engineers Week Council seeking donations for the 2012 Engineers' Week activities including the Engineering Challenges.
Motion made by Neville that the EXCOM make a donation of \$1000
Second: Jay
Motion past.
- 5) IEEE EnergyTech 2012
Region 2 is co-sponsoring IEEE EnergyTech 2012 Conference at Case Western University, Cleveland, OH from May 29-31. The call for papers is now open.
<http://energytech2012.org/> -
- 6) Changes to the Geographic Unit Formation Petition Process -
- 7) ESB EWeek2012 Activities
- 8) 2013 IEEE Sensors Conference
The IEEE Sensors Council will sponsor the 2013 IEEE Sensors conference in Baltimore, MD on November 3-6, 2013.
Walt will contact to get more information on how the Baltimore section can participate and potentially set up a Membership Development booth
- 9) CEEE course on Feb 25, 2012 on Systems Engineering,
Advertized in the Newsletter – need info on how to register
- 10) Section would like to continue CEU/CEEE courses in 2012. –
Motion made by Neville to continue CEU/CEEE courses
Second: Dave Kisic

Motion carries

- 11) Vice chair of the North Va section contacted to share info in the scanner-
Discussion on social media eg. create facebook page, twitter, linked in.
End result: what are we trying to achieve?
- 12) Northern VA joint event potential request from vice chair N.VA –discussion on past joint event soccer game GOLD picnic, ... suggestion: invite NVA members to judge the robot challenge
Tabled until we receive an email with more information
- 13) Western High School requesting help –(Anitra Washington, AWashington@bcps.k12.md.us) -
 - 1) Looking for speakers in their science classes during National Engineers Week
 - 2) Requested help from the section with the VEX Robotics Competition on February 25Recommended put request in newsletter

4. Old Business:

1. Commitment to support R2 Metro Area Workshop
Anna (Alan) – Chair? (Vice Chair) – 2 day event muliti course looking for commitment soon, hotel space needed 150 attendees, MGA will put together agenda, membership engagement, next fall October or November
2. Donation of new projector to NEM (Audio AV covered by NGC) -
Motion made by Neville motion for Dave Price to purchase a new projector up to \$1000
Second:
Motion carries
3. Baltimore Section Web Page Update
Need latest Officers / Listing and Photos
Need to determine how we update ExCom meeting announcement
List Serve Training
- Send note to Ed for changes to website
4. E-Week 2012 (PES E-Week Dinner 2/21, \$3.5K approved) (Josh)
5. New Member Event / Aberdeen – Jan 30 or 31st (Kate / Ryan) – flyer will be completed and sent out this week, last month EXCOM approved \$1000 for expenses
6. Sr. Member Event – Jan / Feb (Alan & Jeff) – March or April is best we must request candidates send info prior to event
7. B&O Railroad Electrification 100 Yr Anniversary – no new status
8. Power & Energy Course (Joint with PES)
Alan to work with Josh to set up course. Boris can help with coordination with the IEEE.
- defer to next meeting
9. Robot Challenge Status (Neville, Jay)

- - 73 teams registered

- Robot training for teachers and mentors will be held at the Museum of Industry on January 21 (later the 28th) from 10 AM to 2 PM
- Recommended to obtain PACE funding to develop a pc interface to convert a manual robot to automated operation

- 2 EE were found to work with Woodlawn students on a FIRST robot, mechanical engineers needed, none of the parents have time or ability to help the students.
- McDonald Douglas has facility in Westminster (POC Josh Wilson) that makes robots
- Jeff should mention this to ASC.
- See Appendix 3 for further details.

5. Round table:

Ryan – pass
Ron – pass
Kate – pass
Walt – pass
Dave Price – pass
Collin – pass
Jay – pass
Neville – pass
Jeff – pass
Dave Kisak. - pass

Motion to Adjourn Dave Kisak second Dave Price 8:20

Appendix 1: Meeting Agenda



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

**Baltimore Section
Executive Committee Agenda
January 9th, 2012**



6. Introductions

7. Approval of Minutes

Still need minutes approved and posted for:
March, April, June, Sept, Oct, Nov and Dec 2011
Folks – We are seriously behind here!!!

8. Executive Reports

- 14) Chair – Walt Willing
- 15) Vice Chair - Dave Price
- 16) Treasurer / Financial Report Summary – Collin Krepps
- 17) Secretary – Kate Duncan

9. New Business

- 18) Close Out Requirements for 2011
 - a. L50 Financial Report
 - Net Suite for L 50 Reporting - A learning module is included as part of the CLE and the link to Net Suite can be found on the Volunteer Desk Top as well.
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LEOS, PEL, Reliability and EMC don't have at least 2 tech meetings for 2011

- c. Officer Change Reporting
- d. Other?
- 19) Region 2 Online Leadership Workshop (1/21/12) Contact Murty P.
murtyp@ieee.org
- 20) Region 2 Meeting
Dates for the IEEE Region 2 meeting will be February 25th and 26th (Saturday & Sunday). R2 still identifying the venue (Southern Jersey/Atlantic City or at the Baltimore Airport)
- 21) Engineers Week Council (ESB), Donation (\$500? perhaps more?)
Engineers Week Council seeking donations for the 2012 Engineers' Week activities including the Engineering Challenges. Make the check payable to the ESB Education Foundation, EWC and send to 11 West Mount Vernon Place, Baltimore, MD21201.
- 22) IEEE EnergyTech 2012
Region 2 is co-sponsoring IEEE EnergyTech 2012 Conference at Case Western University, Cleveland, OH from May 29-31. The call for papers is now open.
<http://energytech2012.org/>
- 23) Changes to the Geographic Unit Formation Petition Process
- 24) ESB EWeek2012 Activities
Info Only – See Attachment
- 25) 2013 IEEE Sensors Conference
Please be advised that the IEEE **Sensors Council** will sponsor the conference entitled **2013 IEEE Sensors**. This conference will be held in **Baltimore, MD** on **November 3-6, 2013**. lauren@conferencecatalysts.com
- 26) CEEE course on Feb 25, 2012 on Systems Engineering,
Advertized in the Newsletter (Boris)
- 27) Boris would like to continue CEU/CEEE courses in 2012.
- 28) NOVA/Wash DC – Join with Scanner Newsletter?
- 29) NOVA/Wash DC – Possible Plan some kind of joint event to stimulate membership.
- 30) Western High School requesting help
(Anitra Washington, AWashington@bcps.k12.md.us)
- 3) Looking for speakers in our science classes during National Engineers Week

- 4) Requested help from the section with the VEX Robotics Competition on February 25

10. Old Business?

1. Commitment to support R2 Metro Area Workshop
Anna (Alan) – Chair? (Vice Chair)
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Alan to work with Josh to set up course. Boris can help with coordination with the IEEE.
9. Robot Challenge Status (Neville, Jay)

Adjourn

Appendix 2: January 2012 Baltimore ExCom Meeting Attendees

Name	Position	Member (Y/N)?	Email
Walt Willing	ExCom Chair,	Yes	Walter.willing@ngc.com
Dave Price	ExCom Vice Chair	Yes	dl.price@ngc.com
Collin Krepps	ExCom Treasurer	Yes	krepps@ieee.org
Kate Duncan	ExCom Secretary	Yes	kduncan@ieee.org
Ryan Janak	GOLD Vice Chair	Yes	RyanJanak21@gmail.com
Neville Jacobs	Student Activities	Yes	Nevilleed@aol.com
Jay Gamerman	Student Activities	Yes	Jay.Gamerman@ieee.org
Dave Kisak	Past ExCom Chair	Yes	dkisak@ieee.org
Ron Aloysius	Newsletter	Yes	ronald_aloysius@ieee.org
Jeff Friedhoffer	Past ExCom Chair	Yes	jafried-at-ieee.org

Appendix 3: Student Activities Status

Status: Student Activities, January 9, 2012

1. We now have 64 2-leg teams registered for the Robot Challenge, an increase of 10 teams over last month. This compares with 73 teams at this time last year, when there was no increase over the previous month. Registrations for 4-leg robots have not changed since last month and we have 9 teams compared to 25 teams last year. Teams are from 13 schools compared to 15 schools last year.
2. Through still below last year's level, the increase since last month is significant, and we will be watching any additional registrations this month, since it was our objective to have more teams start a little later this year. Registration closes on February 24.
3. We will be receiving 40 kits in mid-January, so inventory is fine.
4. At a meeting of the Associated Societies Council on December 6 we were asked to provide one or two electrical engineers to assist Woodlawn High School prepare for the FIRST competition. The request was posted in Ron's Newsletter and we got two volunteer, Roger Hammer and Cathryn Lo Grande, a sophomore at Morgan State. Both have extensive robotics experience, but I gather from Roger that Woodlawn have been unable to obtain the necessary mechanical engineers, and he asked whether we could come up with additional engineers, I advised Woodlawn that this is their responsibility.
5. Neither Jeff Friedhoffer or I were able to attend the January ASC meeting, but I provided Jim Durkay, ASC Chair, with information on the role IEEE would be prepared to play in their STEM programs. Whereas Baltimore County Schools would like to see us "adopt" a couple of schools and work with them as partners developing curricula, I see our direction as providing classroom assets such as TISP and the Robot Challenge, and leave the high school curriculum to educational experts and college guidance counselors, this is something we might want to discuss at an EXCOM meeting, but my thinking is that such partnerships would be more appropriate at the College level.
6. Our next Training program will be held Saturday, January 21 from 10 AM to 2 PM [lunch included]. A notice will be sent to all teachers reminding them of this opportunity, and the session will also be open to Mentors and Robot Challenge Judges who would like to get more background on the project.
7. Jay is moving along with the design of a pc board that could be used to automate a manual robot. We are also working on the software for the Real-Time Scoring and Award system.
8. My expenses this month were \$59.30, for storage charges and stamps. Jay's expenses are mostly kit shipping costs. No checks received this month.