



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section

March Executive Committee Meeting Report
March 10, 2014

This report summarizes the IEEE Baltimore Section Executive Committee (ExCom) meeting held on March 10, 2014. 15 IEEE members attended. There were no visitors. Appendix 1 is a list of meeting attendees.

1. Call to order

Kate Duncan called the meeting to order at 6:33 PM.

2. Introductions

3. APPROVAL OF PRIOR EXCOM MINUTES

- Kate Duncan motioned to approve the minutes, but the latest version of the minutes wasn't available.
- January 2014 - Charles read these at the last meeting, but some changes were requested prior to approval. Will review the updated version next month
- February 2014 – we have not received or reviewed these minutes yet

4. Executive report

- Chair: Collin Krepps – absent, Charles Johnson-Bey -absent
 - Kate presented Collin's comments:
 - Website
 - Ed has made good progress with updating the website
 - He has some actions left, particularly on the Officers page –contact information - will transition to wordPress
 - New update: GOLD to “Young Professional”
 - Need updated officer contact for many chapters (secretary/vice-chair)
 - Verify which officers positions are vacant
 - L31 filing for 2014 ExCom meetings, report of L31 filings 2014 YTD for each OU within section
 - Submit on time to get the 10% discount
 - John Dentler will be the auditor, R2 Treasurer – Gerard and Charles are part of the committee
- Vice-Chair: Kate Duncan – none to report
- Treasurer: Vinod Mishra - none to report

5. OLD BUSINESS

- Robot Challenge - Neville Jacobs – Robot Challenge
 - Passed around monthly report
 - Provided a list of all activities – Provide 250.00\$ for the Engineering club and 2000.00 \$ to the Museum of Industry-link to the Web site
 - Organized the fundraising venue for the R2 and Museum of Industry.
 - Looking for volunteers for Industry meeting
- Awards and Recognition (Anna)
 - Walter Willing Essay Contest status – approved by MGA
 - Presented R2 award to Jeff F.
- Chapter Chairs Dinner/Banquet planning for May 14
 - IEEE Baltimore Section has a signed contract. Kate ordered the give aways for the dinner and they should be arriving ~19 March. Here is a plenty of time for the dinner. All that is left is to line up a speaker, order the speaker plaque, certificates, and the past chair pin, and send out the sequence of announcements to line up attendees. Contract had been signed – Dinner is May 14
- Operations Manual review committee (Bill S)
 - The committee did not have time to review it. Colin will send out the document this weekend to discuss the MGA operations manual as to how it applies to and affects Section operations
 - Document received. I recommend tabling action pending AdCom review
 - ACTION: Collin to send Bill's report to listserv (Collin)
- Engineers Week activity reports
 - PES Banquet report - Matt S. reported - dinner was in UMBC. Feedback has been given by Neville and others. Feedback given by students. Here were four presentations, talk to schools. The following problems should be resolved next year – parking spots, let people know to bring coins for parking. Make sure better information is provided next time
- IEEE booth activities - Dave came for the first 5 minutes and he is looking for people to help with the Senior membership - Senior Member Event March 15th (David P)
 - What is the number of senior member helpers/candidates for elevation?
 - Should we expect to get a confirmation or timeslot?

6. NEW BUSINESS

- Student Activity – New Jersey Conference – South Jersey Region 2 meeting report - Collin, Kate. Kate reported on the R2 meeting. Spoke to the local colleagues, organized, who is registered
- The R2 meeting was well attended by region officers and higher office volunteers and candidates. Both candidates for IEEE presidents and both for IEEE-USA president attended were there. Current IEEE president attended. Slides from most officer reports are available—contact Collin or Kate. At the R2 meeting each sections presented the current status and activities and attendee a web pages training – R2 and all sections will be updating their web sites.
 - Two candidates for R2 director-elect for 2015-2016 are from Baltimore section- Carole Carey and Kate Duncan.
- SAC Conference opens to local students – April 4-6, 2014. Carole Carey made the motion based on previous years to donate 500.00 \$. Neville seconded. Motion passed. Jeff F. will follow up with email

- April 26 and 27, 2014 – Engineering festival titled: “Green Power, smart grid, media partner – Claudia
- IEEE Sections Congress (22-24 August) (Collin)
 - Section selected representative - two representatives will be paid by MGA/Region – request concurrence for Collin to be section representative (current section chair – fully covered) and possible attendee is Charles R. or WIE chair or Richard – Young Professional. Two members of the Section will be fully funded. Two more members from the section that have plans to attend as R2 partially covered officer. They are seeking partial financial coverage from section. Boris made the motion that Baltimore Section will cover the R2 uncovered expenses by R2 for these 2 officers – difference between the registration and the air tickets. Jay seconded. Motion passed. These R2 officers are Carole C. and Anna R.
 - ACTION: confirm financial commitment with Gerard and Collin. Does section want to support additional attendee?
 - ACTION: Prepare proposal for the Section congress – what are the most important items to work for next 3 years – what to be done, progress, discuss during the next ExComm meeting
- IEEE-USA Annual Meeting and Inno Tek 2014 (15-18 May at Warwick, Rhode Island) (Collin)
 - Section identified section representatives:
 - PACE chair and R2 area initiatives (Carole). Possible other representative can be WIE chair (Ming) – here are findings for 2 people. Discussion: possible new representative particularly a Young Professional or new volunteer who wants the opportunity to attend. Typically the section sends 1-2 to this conference. The PACE chair usually attends, as does an officer or occasionally a Young Professional. Preference should be given to first time attendees. Anna made a motion to support two attendees’ – Collin and/or Charles (to confirm with them). Vinod seconded. Motion passed.
- WiSEE Conference financial report (Collin)
 - Conference investment (\$1000) returned, plus section's share of profit (\$530.62)
- STEM fair in Howard County – request for sponsorship (Jeff F). STEM fair was in January and another will be in June. Carole C. attended last year. Jeff is going to the meeting.
 - Jeff F. discussed the possible production of the 2\$ kits - estimated from Calvin, Carole made the motion to donate \$250, Anna R. seconded. No further discussion. Motion passed.
- Kate presented the Statistics papers delivered earlier by Rhonda. Kate will scan and distributor for the next meeting
- QUEST 2014 (April 9 -10) - Carole C. reported on preparation for the membership development activities – Carole C. and Anna R. are preparing for the Quality Engineering S/W and testing QUEST 2014 conference – April 9 and 10 , 2014 at Baltimore – Washington D.C. area. Carole is looking for more helpers – possible Monica from Washington D.C. section. Here are 4 passes and any IEEE members can get 10% discount. Web site: www.qaiquest.org/2014

- Carole C. is looking for the ExComm banner – previously the Baltimore section used the banner at MAW. Action: Anna R. will locate the banner and take it for the QUEST 2014 membership development days.
- EMBS – Carole C. reported on conference about wearable devices. Claudia and PACE are also involved with the conference – more to be announced in the future meeting.
 - Administrative items
 - Key upcoming deadlines
- Round table
 - Robert- discussions list of speakers – EMP grid and transformers, 6 – 12 grade
 - Anna – Awards and Recognition – datelines for MGA – May 15 and September 2014. Congratulations to Carole C. for her 2013 MGA Innovation award.
 - Jeff F.- Announced the Thursday’s talk at the engineering club and Society of American Military Engineers
 - Jay – Nothing to report
 - Boris - Discussion on Vtools and Concentration Banking and how to charge non-members for the technical meetings. This discussion started in December and here is a recommended a \$5.00 fee for non-IEEE- members. Jeff made the motion to charge non-members \$5.00 for the continuing education training (put a note – unemployed engineers please contact me). Carole C. seconded. No further discussion. Motion passed.
 - Boris was contacted by Jim Smith, who would like to start a geo-engineering chapter - ExComm will follow up
 - Vinod Mishra – North County High School – Optical Society of America - there were 10 optical related projects
 - IEEE Dreams – high school activities - Kate will send the agenda. Goal is to increase contact with students
 - Check L31 reports for chapters to see if reports are missing
- Administrative items
- Key upcoming deadlines
- Meeting minutes update to website
 - Update needed

7. ADJOURNMENT

- Adjourn – Anna motioned, Kate seconded. Meeting adjourned at 8:45 PM.

Appendix 1: March 10, 2014 Baltimore ExCom Meeting Attendees

March 10, 2014

ExCom Baltimore

- 1) Anna Romanuk aromanuk@ieee.org
- 2) Jeff Friedlter
- 3) Neville Jacobs
- 4) Jay Gamerman jay.gamerman@ieee.org
- 5) CAROLE CAREY c.carey@ieee.org
- 6) John Dentler jdentler@ieee.org
- 7) Matthew Stryjewski matthew.stryjewski@ieee.org
- 8) Vinod Mishra vkmishra@gmail.com
- KATE DUNCAN KDUNCAN@IEEE.ORG.
- 10) Richard Hansell r.hansell@gmail.com
- 11) ROBERT BERKOVITS (EMC) RUBERKOV@VERIZON.NET
- 12) RON ALOYSIUS RONALD_ALOYSIUS@IEEE.ORG
- 13) Boris Gramatikov bgramat@jhmi.edu
- 14) ROBERT RENCWICZ rencwicz@gmail.com

