

## Baltimore Section

### March Executive Committee Meeting Report

09 March 2015

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 9 March 2015 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

#### 1. CALL TO ORDER (@ 6:49 pm)

#### 2. INTRODUCTIONS

#### 3. APPROVAL OF PRIOR EXCOM MINUTES

- December – table for next meeting
- February – table for next meeting

#### 4. Executive Reports

- Chair (Vinod) – 2014 treasurer reporting is done. All chapters need to be entered in 2015.
- Vice Chair (Robert) – set up for travel to Columbus for region meeting. Vinod is also going.
  - Probably cannot attend Milwaukee
  - Photonics society had a meeting. Photonics society previously existed and then became joint chapter with Baltimore, NoVA, Washington, DC. They may want some money. It was an active chapter centered at APL. Robert will ask him to come to the ExComm meeting.
  - John Golzy from SAC requested support. Typically students will attend. April 10-12. Look at financial records and see what we gave them previously. Give them the same amount again. He will need to ask first. Motion to approve the same amount again (Robert) Second (Jeff), no discussion, none opposed.
  - Carole sent an email requesting 2:1 matching funds for the EMB technical event on February 23. The officers voted and approved the funding through email.
  - Stephanie Lang from the Baltimore tech security conference requested advertisement and co-sponsorship. IEEE rules preclude co-sponsorship for non-IEEE conferences, but it can be listed in the newsletter. Robert will add it to the newsletter.
    - There typically is a charge for advertisements for jobs in the newsletter.
- Secretary – nothing to add
- Treasurer not present yet

## 5. Chapter Reports

- Communications Society – meeting at NEM tomorrow. Jeff Boxner (Sp?) from Aberdeen talking about spectrum issues and the military, running out of spectrum
- Pam Jones is no longer available to chair the computer society. The computer society has a lot of members, but they don't really have anyone to run regular meetings. The possibility of focusing chapter activity at a college was discussed.
- Electron devices (EDS) – The status is unknown. Rachel will check vTools to find out if they registered any meetings last year.
- EMBS – Carole Carey is the chair
- IAS – There is a meeting coming up on March 18. The topic is the history of Nationally Recognized Testing Laboratories (NRTLs)
- PELS – This chapter is not currently active. The past chair moved out of the area.
- PES - Adam Parks is the chair. There is a trip to a solar facility coming up soon.
- Reliability – This society is not active, but could be restarted if someone wants to be the chair. Some of the companies in the area have reliability groups.
- Signal Processing – Robert is trying to organize the chapter with Richard. Meetings will be set up in the future.
- Jeff suggested organizing a meeting for each chapter that does not currently exist by using SAMIEEE to invite all members. Maybe someone would be willing to take over the chapter.
- WIE – There is a new WIE chair. They organized a get together with Loyola that is coming up soon. Kate Duncan added that there will be a Region 2 leadership summit November 6-8 in Philadelphia. They are also inviting Region 1. There will be tracks on leadership, STEM outreach, and training for WIE chairs. Kate is the chair of the conference. They may also reach out to YP.
- Holly Cyrus is setting up an employment seminar. The date is TBD, but Kate is working with Holly.
- Young Professionals – The society is currently inactive since the most recent chair passed away. Collin Krepps will take it over for now. Historically \$500 was budgeted for each chapter and GOLD never exceeded it. Rachel made the motion to budget \$300 for Young Professionals. The motion was seconded by Bill Semancik. The motion passed.
- EMC – Bob Berkovits is the chair. There is a possible joint meeting with EMC, PES, IAS, and/or others. The speaker may need funding for hotel costs. The date is not determined, but it may be scheduled in May. The Boston section has 1-2 meetings per year and has a planned calendar at least 6 months in advance so they could do joint meetings. Ideally Baltimore will do the same.
- The Consultant Network is active in VA, NJ, and others, but has not been active in the Baltimore area in several years.

## 6. Committee Reports

- Robot challenge – 114 teams are registered. 34 teams are registered under MESA, which was going to join forces.

- MESA has not been as involved as originally planned, and some teams are just starting out now. Some of the MESA events are before the robot challenge, and it now appears that not everyone who is participating in MESA will be participating in Robot Challenge despite the original requirement. Neville Jacobs estimates that 10-15 MESA teams will participate. Involvement for next year will be based on the outcome of this year.
- A total of 60 teams, including the MESA teams, are expected to participate in Robot Challenge at this time. One benefit of the MESA partnership is the additional publicity with schools.
- The newsletter brought in 10 new judges. Ryan needs to be able to send the newsletter when there is a need rather than having to wait several days for someone at IEEE to send it. Rachel will request SAMIEE access for Ryan.

## 7. New Business

- Senior Member Drive - The Senior Member Drive is scheduled for May 2. Jeff Friedhoffer needs 6 more volunteers to be references
  - They will allow up to 6 applicants per hour for 4 hours. Applicants will need to pre-register and bring their resumes.
- Carole Carey needs to be added to the ExComm attendee list
- E-Week is over, but it will be evaluated for 2016 before the end of this year
- Chapter Chairs Dinner (Bill Semancik) – The cost is much higher this year. Bill talked to the Marriott in Linthicum, and it will cost about \$120 per person for same service. This will bring the total to around \$10,400, but the meals may be more interesting. A minimum of \$7500 is required to make the reservation. This does not include sound, certificates, etc. A deposit of \$1500 is required to make the reservation. The date will be May 13.
  - The breakdown is approximately \$52 for dinner, \$32 for appetizers, \$40 per person for the open bar plus bartender fee. Removing bar takes away about \$3k. These numbers include the service charge. Snyders was around \$7k. Alternatives were discussed including giving each attendee two drink tickets or limiting the open bar.
  - It was determined the Engineers Club would not cost less.
  - Jeff Friedhoffer motioned to have chapter chairs dinner with no open bar, a \$7500 budget, and to let Bill determine the rest of the details. Rob Rencewicz seconded the motion. Neville suggested some other places to get quotes. Collin amended motion to remove requirement for no open bar and let Bill decide on the details. Kate seconded allowing Bill to decide. None opposed. The motion passed.
- The Region 2 meeting attendance was determined and voted on through email.
- Jeff won an IEEE-USA award for work with STEM. Through email, the section officers approved the section covering the 50% of his travel expenses for the IEEE-USA Annual Meeting that is not covered by the Region.
- EMBS brought a Distinguished Lecturer for a talk at APL. They had approximately 30-40 attendees.

- WIE – The WIE vice chair is an associate professor at Loyola. There will be a joint meeting with SWE on March 24 at 7 pm. It will take place during Science week at Loyola. They are expecting mostly engineers, scientists, and students. The topic is setting up a speed dating event. Vinod made a motion to approve \$200. Robert seconded the motion. There was no discussion and unanimous approval. The motion passed.
- The IEEE-USA meeting will be held May 14-17 in Milwaukee. The first day is the Great Lakes Biomedical Conference, and then there is some overlap on weekend with the IEEE-USA meeting. Advanced registration is due April 23.
  - Emilio Salgueiro will provide allocation. The region will typically pay more for newer volunteers.
  - Typically the section sends 2 people. Carole will need part of hers covered since she will need to go. Typically the section covers registration and 2-3 nights lodging. Kate will probably also go but will be covered by region. Robert Rencewicz made a motion to cover travel costs for 2 people following the IEEE travel policy. Matt Stryjewski seconded. Carole mentioned that the region breakout is mandatory and is at around 10 am on Sunday. None opposed. The motion passed.
- Collin presented the award for EPICS project to the section. There is a plaque for the whole chapter.
- This is Ron Aloysius's last meeting, but he will leave his address with Carole. He will be missed.
- Jeff Friedhoffer discussed the kits that the section had built. There are only enough parts for 50. IEEE-USA bought all of these kits and assembled them. IEEE-USA will reimburse us for them. Jeff would like to buy 50 more and assemble them for a table at a STEM fair. The National Building Museum Family Day had kids building kits. Jeff requested \$500, and PACE will match the funding. Jeff will take care of the paperwork. Vinod Mishra made a motion to allocate \$500 for STEM kits. Neville seconded. These can be used for any STEM events in the area. None opposed. The motion passed.
- Bob Berkovits talked about the county science fair in Towson on Saturday, March 21. Anne Arundel canceled due to weather, but it may be rescheduled sometime.
- Carole talked about GlobeCom 2016. There was a 3 hour meeting the first week in March. Jerry Gibbons sent Vinod an email and will probably need more volunteers, money, advertisements, etc. The contract was signed previously.
- Bill Semancik made a motion to adjourn. Robert seconded. The meeting adjourned at around 8:00.

## **8. Attendees**

- Rachel Krepps
- Collin Krepps
- Jay Gamerman
- Baizin Naey
- Jeff Friedhoffer
- Bill Semancik

- Steve Bonk
- Robert Berkovits
- Paul Behrends
- Neville Jacobs
- Rob Rencewicz
- Jo Rossman
- Brian Sequeira
- Hong Yu
- Vinod Mishra
- Kate Duncan
- Ron Aloysius
- Jiah Song
- Matthew Stryjewski