



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

## Baltimore Section

### January Executive Committee Meeting Report

13 January 2014

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 13 January 2014 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

#### 1. **CALL to ORDER & INTRODUCTIONS**

Collin Krepps (Chair) called the meeting to order at 6:46 pm. Members introduced themselves. Attendee list is in Appendix 2.

#### 2. **APPROVAL of LAST EXCOM MINUTES**

Minutes not yet available, to be approved at a later time.

#### 3. **PRESENTATION of EXECUTIVE REPORTS**

- Chair: Collin Krepps
  - Acknowledgement of new officers
  - Review of local conferences
    - IEEE Computer Society has submitted an application for the 2014 IEEE International Conference on Big Data (Big Data). This conference will be held in Bethesda, US on 27-Oct-2014 to 30-Oct-2014.
    - IEEE Circuits and Systems Society has submitted an application for the 2017 IEEE International Symposium on Circuits and Systems (ISCAS). This conference will be held in Baltimore, US on 28-May-2017 to 31-May-2017.
- Vice-Chair: Kate Duncan
  - Kate gave finance report we have sufficient funds
- Treasurer: Vinod Mishra
  - Report given by Kate
- Secretary: Charles Johnson-Bey
  - No report

#### 4. OLD BUSINESS

- Robot Challenge (Neville)
  - After having a drop for three years in a row, this year is steady with the same number of teams (72 teams) from last year; May have a better planning time for judges due to the spring break dates; ~66 judges (40 on Sat, 26 on Sun); Anyone who would like to be involved please let Neville know. Jan, Feb, March communication is planned to seek more judges and publicize the event; Registration is open until Feb. Mentors are asked to keep close tabs on school in case the schools need help and are in danger of not participating.
- Howard County Library Project (Jeff)
- IEEE R2 South Area Leadership Training January 25, 2014
  - Time: 8:30am - 1:30pm
  - Cost: FREE. Refreshments and lunch will be provided.
  - Place: University of the District of Columbia
  - Registration: vTools registration link will be available in late December.
  - Contact: Mónica Taysing-Lara, [m.taysinglara@ieee.org](mailto:m.taysinglara@ieee.org)

#### 5. NEW BUSINESS

- Signal Processing Society chair volunteer
  - Dr Richard Hansell
- Establish an operations manual review committee
- IEEE R2 Student Activities Conference (SAC) to be held at Rowan University (Southern NJ), April 4-6, 2014
  - Requesting donation from section
  - Requesting contact information from 2-3 industries in Baltimore section that could be potential sponsors
  - Requesting advertisement to student members
- Webinar: "5 Easy Things You Can Do to Make a Difference during Engineers Week" January 15th 12:00 EST
  - We will present easy to implement activities and review turnkey resources you can use to celebrate engineering and successfully introduce students to engineering.
  - Presenting will be Leslie Collins from DiscoverE, along with the 2014 Engineers Week
  - Co-Chairs: Kristi Hummel from IEEE-USA and Jennifer Sherman from DuPont; and Gay Mohrbacher from WGBH Educational Foundation.
  - Please RSVP at <https://www4.gotomeeting.com/register/154790391>
- Education Activity (Boris)
  - 37 registered (~30 actual people came)
  - Lots of discussion on whether we should charge non-ieee members but allow the funds to count towards membership. No final decision made
  - Also discussion on vtools and its ability to accept credit card payments

- PES: There was a motion for funds going forward, to return the non eweek funds generated from PES back to PES. After discussion, the motion passed to return the money to PES.
- UMBC student chapter presented information on their group. They have revived a the IEEE student chapter that has been dormant. They are seeking advice on how to attract more students as well as better participation of industry in their events. Students need power supplies and such.
- Senior Membership Drive is March 15, 2014 from 10 AM to 2 PM. We need existing Senior Members to help review applications and write references. Dave Price will send email to everybody.
- Walt Willing Scholarship Award: Approval is needed from MGA. A document was sent out to Region 2 requesting permission to create a scholarship in Walt's name. It will go from Regional to IEEEUSA. Neville, will send scholarship info out to schools that participate in the robotics challenge. There is discussion to change some language in the document to make it more concise and readable. Karen will resend the document after she updates with changes/modifications. Neville to ask Walt's wife for a letter stating that the family is ok with the Baltimore Section naming the Award after Walt.

## 6. ROUNDTABLE

- Dave Price: Senior Membership Drive is March 15, 2014 from 10 AM to 2 PM. We need existing Senior Members to help review applications and write references. Announcement will be in next NewsLetter
- The January NewsLetter went out in December. Notice/Request for articles should go out on the 20th and the February NewsLetter should go out to IEEE on the 27th
- A presentation was given by a representative of the Scanner; It was asked that we utilize our logo in the paper so that folks can easily identify our information.
- The date for the awards dinner is tentatively set for May 14, 2014.

## 7. ACTIONS

- Kate made motion to cover expenses for UDC trip since she lives in DE not to exceed \$250. The motion was seconded and approved.
- Northrop & Lockheed to add IEEE information during their respective eweek events
- Collin-Understand the Operations Manual on how to run/conduct these meetings
  - Past chairs should read the Operations Manual and have a topic of discussion at the next meeting
  - We should have at least 3 sections chairs to read.
  - Collin will send it to all of them.
- Collin to check with Region 2 folks to see what expenses are already paid
- Collin to write a newspaper article on this event
- Karen to review records on what was paid in the past for IEEE R2 student activity
- UMBC students to prepare a proposal and present to the section

- Collin to update the website; it was asked to add something on the Baltimore Section website that will clearly point students on who to contact.
- Jeff to email the SkyCrab to the Scanner

8. **ADJOURNMENT**

Motion: Bill Semancik

Seconded by: Boris

Adjourned at: 8:50 pm