

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section March Executive Committee Meeting Report 13 March 2017

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, March 13, 2017 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

Attendees:

Ben Menachery (Chair)	Jay Gamerman
Sherwood Olson (Vice-chair)	John Dentler
Ken Wong (Treasurer)	Pamela Abshire
Dan White (Secretary)	Barin Nag
Bob Berkovits	Vincent Pagan
Robert Renczewicz	Erica McConnell (non-member)
Dave Kisak	Duy Tang (UMBC – Student)
Tim Cash	Joshua Petko (APMTT)
Neville Jacobs	Fred Chen

I. Call to Order

Ben M. call meeting to order at 6:00 pm

II. Introductions

III. Approval of Prior ExCom Minutes

February meeting minutes will be ready in April for approval.

IV. Executive Reports

a. Chair: Ben M. discusses his executive report

- i. Leadership training for Region 2 was conducted February 25 in College Park. Link to material is here <https://drive.google.com/open?id=0B4kI2R29fNKRd0RDQlhybU9jc28>
- ii. Regional Meeting is April 22-23 in Wilmington DE. Meeting will consist of officer training sessions, regional EXCOM election, and voting on SC2017 recommendations
- iii. Went through SC2017 recommendation list, outcome is to combine options 1 and 2; and reword option 6 (Pamela has action on this)

b. Vice-chair: Sherwood discusses his executive report

- i. Election results will be pulled down from website

c. Treasurer: Ken W.

- i. Will add account names instead of account numbers to better display information to EXCOM

d. Secretary: Dan W.

- i.

V. Committee, Chapter and Affinity Group reports

a. Annapolis Subsection Chair

Tim C. Wants to start putting together a SDR challenge, similar to the robot challenge. Tim needs to finish up proposal and start shopping to schools. Will keep student activities board apprised

b. Student Activities/ Robot Challenge

Neville J. briefed student activities (see Appendix A.)

c. Member Development

Member development drive in April

d. Educational Activities

- i. CEEE course on June 17 at NEM. Topic: "Bioprocessing and Biomedical Instrumentation – miniaturization and cost reduction". Speaker: Dr. Yordan Kostov, Ph.D.

e. Engineering in Medicine and Biology

- i. Carole Carey request trip funding for NC meeting in March. Nevil makes motion to fund expenses not to exceed \$300. Rob seconds the motion. Motion passes unanimously.

f. EMC

- i. Looking to have meeting in May or June. EMC Symposium will be held in Baltimore Inner Harbor August 6th

g. APMTT

- i. Lunchtime talks will be held at NEM April 17

h. Photonics

- i. Planning on having several seminars at LPS College Park, will likely need more funding for reimbursement

VI. Old Business

- i. Doug Holly Expected reimbursement for Global Communications 2016.
 - The three sections jointly participated in a 20% share of the profit.
 - But the MOU caps the total profits used for allocation to \$200K.
 - So although the conference made over \$400K
 - The payment to the sections will be capped at \$13,333.33 each.

- GIMS (GlobeCom/ICC management and Strategy Committee) is working on settling the accounts

VII. New Business

- i. Recognize your loyal members for their years of service. Presenting them with a Member Loyalty pin. Sherwood motions to acquire pins, Bob seconds motions. Motion passes unanimously.
- ii. UMBC student chapter (Duy) briefed activities which took place over the last year
- iii. Pamela asked to fund \$250 for March of Science (April 22) event in DC. This will go to shirts and the event will be an IEEE recruiting event. Sherwood makes motion to fund at requested amount. Bob seconds the motion. Vote passes unanimously.

VIII. Announcements

IEEE ISCAS 2017

- May 28 – 31, 2017
- Baltimore, MD, USA

IEEE UMBC Student Branch co-hosting with Retriever Robotics

- The BattleBots Competition at UMBC.
- Saturday, April 15th, 2017
- website : www.umbcieee.me
- At Engineering Atrium (main hall on the second floor of the Engineering building at UMBC (across from the information and technology building).

IEEE USA 2017 PACE objectives by Emilio Salgueiro

- Total allocation of \$14,259.08 for PACE projects (25% less than 2016)
- The goal is that each section to have at least one PACE funded event in 2017
- PACE funded activities matching funds will be limited to \$500 per project, except for cases where the event is a multi-section event.

IX. Meeting Adjournment

Meeting adjourned at 8:00 pm

Appendix A

Status Student Activities 3/13/17

1. Registration was closed on 2/15, so there is no change in the number of teams registered, which remains at 63 2-leg teams and 18 4-leg teams. The teams are from 8 schools. These numbers are similar to what they were last year.
2. We've had a good response from members volunteering to help run the Robot Challenge this year. Though not all returns are in, we have 17 yes and 4 maybe volunteers for the Written Reports judging on April 17, 9 yes and 4 maybe volunteers as Judges for Saturday, April 22 (if we decide to hold an event that day), and 20 yes and 2 maybe for Sunday, April 23. We have 3 volunteers for the PIT on Saturday, 4 for Sunday, as well as 6 administrators and photographers for Saturday and 6 for Sunday. Sunday is expected to be the big day.
3. The current plan is to have the following start times: Saturday: 11 AM; Sunday: 9:30 AM, 11 AM and 1 PM. Awards on Sunday will be at 3:45 PM, a light snack will be provided, and will be over at 4:45 PM. Volunteers should plan to arrive at 10:30 AM on Saturday (if the event is held), and at 8:45 AM on Sunday.
4. We have not yet checked out the Real Time Scoring program, but we hope to do so shortly.
5. We will be requesting all teams this week to register their preference for either Saturday or Sunday attendance, but are aware that some schools will already be on their Spring break.
6. We had hoped that there would be few snow days this winter, but looks like tomorrow's storm may have an impact on some of the teams.
7. Most checks have come in except from Charles Flowers HS, but we're expecting to receive theirs shortly – it has been approved. Expenses this past month were minor, so they will be deferred to next month

Neville