



## Baltimore Section April Executive Committee Meeting Report 24 April 2017

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, April 24, 2017 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

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### Attendees:

Ben Menachery (Chair)  
Ken Wong (Treasurer)  
Dan White (Secretary)  
Jeff F  
Neville Jacobs  
Carol Carey  
Robert Renczewicz

Bill Semancik  
Boris Gramatikov  
Pamela Abshire  
Jonathon I  
Anna Romaniuk

### I. Call to Order

- i. Ben M. call meeting to order at 6:45 pm

### II. Introductions

### III. Approval of Prior ExCom Minutes

- i. Feb 2017 minutes Ken motions to pass, Rob seconds. Motion passes unanimously.
- ii. March 2017 minutes Rob makes motion to pass with appended robotics information, Ken seconds. Motion passes unanimously.

### IV. Executive Reports

#### a. Chair: Ben M. discusses his executive report

- i. Regional Meeting (summary) (see Appendix B)
- ii. WIE Conference (see Appendix B)
- iii. Funds Transfer (see Appendix B)
  1. March for Science funding for member drive items being sent to DC
- iv. May Activities
  1. Senior Membership Drive (May 6)
  2. Awards Dinner (May 10)
  3. Membership Development (May 23)

#### b. Vice-chair: Sherwood (not here)

- i. NTR

#### c. Treasurer: Ken W.

- i. NetSuite upload complete
  1. Review of accounts presented



- ii. Budget distributed and reviewed
- iii. GlobeCOM reimbursement discussed. Trying to raise cap on which percentage can be drawn.
- iv. Rob said region wants us to be aware of possible scams

**d. Secretary: Dan W.**

- i. One person contacted web site this month

**V. Committee, Chapter and Affinity Group reports**

**a. Awards & Recognition - Bill S**

- i. Alexander's at Turf Valley, cash bar. Budget may be under run. Tom, Kiki from DC, and IAS are showing up.

**b. Educational Activities - Boris**

- i. CEEE course on June 17 at NEM. Topic: "Bioprocessing and Biomedical Instrumentation – miniaturization and cost reduction". Speaker: Dr. Yordan Kostov, Ph.D. Will be advertized in next two issues of news letter
- ii. CEU certificates will be increased again. (\$9) section will try to cover members, charge non-members.
- iii. Paypal charging surcharge

**c. Professional Activities - Carol**

- i. PACE funding explained
- ii. Member development eligible
- iii. IEEE USA MOVE initiative briefed Carol motions to get extra \$75 reimbursement. Neville seconds motion. Motion passes unanimously

**d. Student Activities/ Robot Challenge**

- i. Neville J. briefed student activities (see Appendix A.)
- ii. DC Robotics person wants to get involved

**e. WIE**

- i. Trying to put together panel women in entrepreneurship

**f. Engineering in Medical and Biology**

- i. Microwaves in medicine conference in PA
- ii. NIH/IEEE Point of Care conference in Bethesda, MD (November 6-8, 2017)

**g. Signal Processing**

- i. One distinguished lecturer (local) - Waiting on abstract
- ii. Second distinguished lecturer (need name) would be willing to come if can pay funds - discussion on neural networks
- iii. Third (from Dayton) talk about enigma possible

**h. Circuits and Systems**

- i. Volunteer from NRL, noise in measurements
- ii. Baltimore area distinguished lecturer, in fall

**VI. Old Business**

- i. March for Science  
(<https://twitter.com/hashtag/ieeemarchforscience?f=images&vertical=default&src=hash>)

**VII. New Business**

- i. Sections Congress 2017 Financial Support



# Baltimore Section



- a. Four Baltimore section member part of R2 committee attending SC2017 (Region will cover up to \$3750 on travel for people not being sent in "official" capacity)
- b. Rob makes motion to provide capped \$750 per person for additional expense (registration, transportation, & food). Ben seconds. Motion passes unanimously.

## **VIII. Announcements**

- i. UMBC Student Branch
  - a. BattleBots competition on April 15<sup>th</sup> at UMBC Engineering Atrium was successful  
([https://drive.google.com/drive/folders/0B1hs7Y\\_ml\\_ZjQmdZTFVWUVd2eDQ?usp=sharing](https://drive.google.com/drive/folders/0B1hs7Y_ml_ZjQmdZTFVWUVd2eDQ?usp=sharing))

## **IX. Meeting Adjournment**

- i. Meeting adjourned at 8:30 pm



## Appendix A

### Status Student Activities 4-24-17

1. Yesterday's (4-23-17) Robot Challenge was the 21<sup>st</sup> year of this activity sponsored by the IEEE Baltimore Section. 81 teams of about 270 students began work on the project, 59 teams completed their robots and wrote their reports, and 40 teams of about 160 students participated in the Challenge Event. 8 schools were represented with a wide diversity of students, about half of whom were girls.
2. The leading team for the 2-leg Manual robots was team Grizzly from Wilde Lake, the leader for the 2-leg robots Overall was team Syandi from Beth Tfiloh, and the leader for the 4-leg robots was Team Crocodile from Gilman.
3. Despite the loss of teams to the Spring Break that week, we had 2 more teams participate this year on one day than we had participate last year on two days. This was the first time we have confined the Robot Challenge to one day (Sunday). We had a few problems, but the students seemed to have a very positive experience, though it made for a long day for the judges.
4. We had 3 starting times that we offered to schools: 9:30 AM, 11 AM and 1 PM. In the final registration, 6 teams opted for 9:30 AM, 17 for 11 AM and 22 for 1 PM. Because the 9:30 AM teams were not ready to run until 10:30 AM it caused some frustration to the judges who were hanging around. Some left early, so we did not have a full contingency of judges when we needed them most. The delays in school starts also caused delays in the completion of the events, and impacted the start of the dinner and the Awards.
5. We met earlier this evening to review this situation, and have some plans that should correct this situation next year.
6. We should bear in mind that 19 2-leg teams (15 Notre Dame, 4 Charles Flowers) sent in their written reports, and built their robots, but did not attend the final Event; a number of Wilde Lake teams did not show either. This is a problem that needs to be addressed, particularly with the teachers at schools that have late Spring Breaks.
7. The new Real Time Scoring system that we had requested was not completed in time, and we had to rely again on our old Excel program. Jay Gamerman, Scott Goedeke, John Dentler, Charlie Ng and Bill Semancik worked valiantly to get it operational again, and managed to revive it sufficiently so all was well, and the students were happy. We are anxious to get the new software operational asap.
8. The dinner after the event and before the Awards, was handled very well by our caterer, and at least 90 people participated. The catering cost, including the lunch tickets for the Judges and helpers was \$961.75, about \$120 more than last year, largely due to charges for running later than anticipated.
9. The Awards went well, and though we lost a few people because of the time delays, we had almost a full house.
10. Expenses these past 2 months were \$1505.83. They included the dinner for the Written Report judges, lunch for the Event judges, dinner for Event judges, and for the student participants and teachers prior to the Awards.
11. We received a check for over \$3000 from Charles Herbert Flowers, and a check from Southern New Jersey for \$97.85.

Neville Jacobs



# Baltimore Section



## Appendix B



### IEEE Baltimore Section ExCom Meeting April 24<sup>th</sup> 2017



#### I. CALL TO ORDER

#### II. INTRODUCTIONS

#### III. APPROVAL OF PRIOR EXCOM MINUTES

- February 2017 Minutes
- March 2017 Minutes

#### IV. EXECUTIVE REPORTS

- Chair: (Ben Menachery)

##### **Regional Meeting:**

- 60 members attended R2 meeting in Wilmington, DE
- Very informative meeting: Discussions on IEEE policies, procedures, funds, awards
- Presidential candidates running for election IEEE and IEEE-USA were introduced
- Sections Congress 2017 Recommendations were selected
  - Baltimore section's recommendation got selected

##### **Website Posting of WIE Conference**

- IEEE WIE Forum USA East 2017, (Nov.30<sup>th</sup> to Dec. 2<sup>nd</sup>) at Baltimore
- Save the date cards

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### IEEE Baltimore Section ExCom Meeting April 24<sup>th</sup> 2017



#### **Transfer Funds**

- Membership Development at March for Science
  - Washington DC section (Harvey Newman)
- IEEE eMeritbadges program ( Chris Nemarich)

#### **Senior Membership Drive**

- May 6<sup>th</sup> 2017, Saturday at NEM from 10am to 2pm
- 24 members registered
- Need Senior member to nominate members and write recommendation

#### **Award's Dinner**

- May 10<sup>th</sup> 2017 at Turf Valley

#### **Membership Development**

- Need Volunteers



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