

**THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.**

**Baltimore Section**

**June Executive Committee Meeting Report**

**12 June 2017**

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 12 June 2017, at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

**1. CALL TO ORDER (@ 6:45 p.m.)**

**2. INTRODUCTIONS**

**3. ATTENDEES**

Ben Menachery (Baltimore Chair)  
Sherwood Olson (Baltimore Vice-Chair)  
Robert Berkovits  
Bill Semancik  
Neville Jacobs  
Barin Nag  
Dave Kisak  
Jeff Friedhoffer  
Tim Cash  
Mark Mayher  
Robert Dwarkin  
Tahir Ahmad  
Nathaniel Kenney  
Anna Romaniuk  
Bob Pownall  
Tom Burke

**4. APPROVAL OF PRIOR EXCOM MINUTES**

Dave motioned to approve the April ExCom minutes and Sherwood seconded the motion. Motion passed and April's ExCom minutes were approved and will be posted.

**5. EXECUTIVE REPORTS**

## **Chair:**

Ben briefed the following issues and activities:

- Record L31 reports in vTools so the section/society chapter gets credit for the activity. This is important because the section gets reimbursed based on L31 reports.
- Senior member elevation interviews were held May 6<sup>th</sup> at the NEM. Twenty four members registered.
- Section received an email (See attachment) from IEEE Member and Geographic Activities (MGA) that Baltimore Section Aerospace and Electronics Systems Society (AESS) chapter has had no recorded activity (L31s) for more than two years. IEEE will deactivate the chapter if inactivity continues. Need someone to take the chair role for AESS and organize at least two activities this fall.
- IEEE WIE Forum USA East conference will be held in 30 November - 2 December, 2017, in Baltimore. There is a call for papers and Anna stated that the conference is looking for speakers.
- IEEE Volunteer Leadership Training (VoLT) track 1 completes on June 19<sup>th</sup>. Track 2 will start in September.
- The Baltimore, Washington D.C., and No. Virginia sections have discussed holding a picnic, including holding the picnic as a joint event for the three sections. It would be sometime this fall and no venue was discussed.
- An email was received from the Professional Activities Committee for Engineers (PACE) requesting that the section hold a town hall to discuss and receive input on membership. The town meeting goal is to get a better understanding of what members and potential members value and expect from a professional society like IEEE. See the attachment for additional information. Bill suggested identifying those members through SAMIEEE that recently dropped their membership and specifically invite them.
- Section Congress will be held in Sydney, Australia from August 11<sup>th</sup> to 13<sup>th</sup>.

## **Vice-Chair:**

Sherwood briefed that he is supporting the Software Defined (SDR) course/workshop that is being designed. The first gathering to discuss the course's creation occurred on June 3rd and has been recorded in [vTools](#).

The ExCom and the section in general are encouraged to visit the Baltimore Section's [website](#) and provide input on content and format.

## **Treasurer:**

The following notes were passed along regarding the section's finances:

- Robot Challenge received \$4k+.
- The section received its GlobeCom 2016 reimbursement.

Please contact the section treasurer or secretary for additional details.

**Secretary:**

Nothing to report.

**Annapolis Sub-Section Chair:**

Tim stated that there is a SDR workshop scheduled for 8 July at the Aviation Museum of College Park.

Credit for the SDR workshop led to a discussion on reimbursing IEEE members for CEU certificates now that IEEE charges for them. There was a discussion in the April minutes that the section should "try" to help the members with reimbursement. It was decided to formally address the issue with a motion. Sherwood motioned that the Baltimore Section should reimburse members for a maximum of two certificates (\$18 at current price of \$9/certificate) through the end of the year (2017). Motion was seconded and passed. IEEE Baltimore Section members may request reimbursement for up to two CEU certificates in 2017.

## **6. COMMITTEE/SOCIETY/AFFINITY REPORTS**

**Committee Reports:**

**Student Activities (Neville):** Robot Challenge report was presented -- see attached.

Neville requested reimbursement for him to attend the NSTA conference, which allows him to present the robot challenge opportunity in front of teachers and invite them to participate in the section's annual competition. He requested the section fund his travel and registration fee. The registration fee is less expensive if he purchases annual membership that gives him a reduced fee to attend the conference. Dave motioned to provide Neville \$250 to cover annual membership with NSTA, reduced registration fee for the conference, and travel incidentals. Jeff seconded the motion and the motion passed.

**Elections (Dave):** It is requested that those interested in holding a volunteer officer position in 2018 let Dave know.

**Awards & Recognition Committee (Bill):** Chapter Chair Dinner occurred on 10 May at Alexandra's Restaurant Turf Valley, Ellicott City; 32 people attended.

**Membership Development (Jeff):** Senior Member nominees were invited to the ExCom meeting. One nominee showed.

**Educational Activities:** Continuing education course titled *Bioprocessing and Biomedical Instrumentation – Miniaturization and Cost Reduction* will be held at the NEM on Saturday, 17 June.

**Society Reports:**

**Communications Society (Jeff):** ComSoc is finished with its monthly talks until the fall.

**Computer Society (Barin):** NTR

**ElectroMagnetic Compatibility Society (Bob):** There will be an EMC society Chapter meeting on 26 June at the NEM. Dr. Emmet will be presenting.

**Engineering in Medicine and Biology Society:** Anna mentioned that a course titled Organ Modeling and Computational Anatomy is being offered on August 5<sup>th</sup> at NEM.

**Circuit and Systems Society (Tom):** Presented on behalf of Pamela Abshire: CAS held several society chapter meetings and will complete the L31s. CAS is working to reach students at the high school level to engineering topics. There was discussion with the group on how to go about approaching local high school organizations.

**Affinity Reports:**

NTR

**7. OLD BUSINESS**

NTR

**8. NEW BUSINESS**

NTR

**9. ANNOUNCEMENT**

See the appendix for seventeen technical communities in which you can participate at no charge.

The American Association for the Advancement of Science needs scientists, engineers and physicians to assist K-12 STEM teachers in the District of Columbia and adjacent counties, including Loudoun County,

during the 2017-18 school year. POC Betty Calinger, [202-326-6629](tel:202-326-6629).  
[bcalinge@aaas.org](mailto:bcalinge@aaas.org)

## **10. MEETING ADJOURNMENT**

Meeting adjourned at 2030.

## **11. APPENDIX**

Draft List of funds and Treasurer Report may be requested from the Baltimore Section Secretary by Email.

IEEE eNotice <enotice@ieee.org> Jun 8 (10 days ago)

to enotice-local-., Margaret

Hello

We are contacting you because we need your help. We have not received the minimum required meeting reports for the Chapters/Affinity Groups in your Section which are listed in the attachment (shown alphabetically by Section).

The Organizational Subunit(s) may need help in revitalization, or may simply need to submit meeting reports.

The last recorded Chapter/Affinity Group Chair(s), if any, are also receiving this email. We request that if you are no longer serving as Chapter/Affinity Group Chair, please let us know so we can update our records.

If the Organizational Subunit(s) shown in the attachment is (are) active, or if there is an interest in revitalizing the inactive Chapter(s)/Affinity Group(s), please submit the meeting reports, or contact me by replying to this email as soon as possible.

Once our records have been updated, reports will be sent to Region Directors, Region Chapter Coordinators, Division Directors, Society Presidents, Society Chapter Coordinators, Society Executive Directors, Cecelia Jankowski, Managing Director - IEEE Member & Geographic Activities, Mary Ward-Callan, Managing Director-Technical Activities.

Thank you for your help and I look forward to hearing from you.

Peggy Kovacs  
IEEE Member & Geographic Activities  
445 Hoes Lane  
Piscataway NJ 08854-1331

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## IEEE-USA Town Hall Meetings, a PACE Activity

Emilio Salgueiro <emsalgueiro@ieee.org> Jun 2

to Chairs, Felicia, Kate

Dear Section Chairs,

I hope you all are doing great. It is amazing that it's been a little over 2 months since the last R2 meeting.

One of the functions of PACE is to provide IEEE and IEEE-USA with local real-time feedback from members and potential members so that Services and Products continue to provide a high value that will keep members and attract new members. The town meeting is designed to get a better understanding of what members and potential members value and expect from a professional society like ours and not to rank or evaluate what we currently do, or not do. Those values and expectations change as technology, economic and social conditions change ever more rapidly, and the future of our society depends on our ability to quickly adapt. Participants may include:

- Current members
- Members that have not renewed
- New college graduates that are dropping their membership
- Members that are currently in transition
- Non members

The number of participants should be between 8 and 12 members to get a variety of viewpoints, and allow everyone to participate fully.

The duration should be between 1-1/2 hour and 2 hours to allow sufficient interaction on all questions, but not so long as to discourage attendees. It can be breakfast, lunch or after work.

OK folks, attached are suggested guidelines on doing these town hall meetings. Also attached is a presentation from a webex on this topic that Peggy Hutchinson and Mauro Togneri did with IEEE USA in May.

So here is the challenge:

Lets have your section schedule (not run, just schedule or commute to) a town meeting.

Please share this e-mail with your designated PACE Chair in your section, and **respond directly to me later than June 14, 2017 by COB.**

Thanks!

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Emilio M Salgueiro



## Status Student Activities 6-12-17

1. The 2017 Robot Challenge is behind us, and we need to start planning for 2018. Before embarking on 2018, we need to evaluate whether the project continues to fulfill its original function of introducing students to what its like to be an engineer.
2. Over the 21 years of its existence we have provided over 5000 students with this experience, but we need to be vigilant that it continues to be relevant to today's students and their expectations. We hear from teachers that this is so, but our project needs to be their first choice.
3. For the \$49 per team that schools spend on our project, they could purchase a radio-controlled drone with 4 rotors, or any one of a dozen other electronic projects. We believe that the IEEE provides a unique service to our students, but we should never take it for granted or hesitate to promote it strongly to the academic community. We also need to upgrade it year by year to not only make it better and more relevant, but also to increase the level of excitement for the teachers administering the project, noting that there is a lot of work involved on their part.
4. As an example, though we received Written Reports from 59 teams in 2017, only 40 teams from 6 schools showed up (29 2-leg teams and 11 4-leg teams ), and we need to figure out how we can do better. In particular, not a single Notre Dame team (out of 15) attended the event, and we need to figure out how to overcome this situation.
5. We live in a very competitive world, and we are competing for the precious time of each student. In years gone by, there were not too many exciting projects available for high school students, so a phone call would frequently bring in a new school, and we had as many teams as we could handle. Today schools have far more projects available for their students, and our competitors are mostly commercial enterprises, and they are well organized and funded. We need to get some fresh perspectives on how we can promote our project to more schools, and I need your help and suggestions on what we should be doing in 2018.
6. After the 2017 Robot Challenge I received a number of suggestions on how the project can be improved, and the Robot Committee will be working on them this year. I am suggesting that we break this activity into some areas that we have not explored sufficiently before, namely: Marketing, Presenting papers at conferences, Improving relations with schools, and Actively seeking out new schools. A key element will be:
  - a) The preparation of a tri-fold flier that dynamically portrays what we know the project can deliver (data is already available, but needs to be reformatted), and
  - b) The preparation of a youtube-type 3-minute movie that not only could be distributed as a DVD, but could also be e-mailed to schools, teachers and guidance counselors.
7. I am seeking your support for these endeavors, and the help of anyone who can assist us in implementing them. I will be making a presentation to the National Science Teachers Association (NSTA) on October 7\*, but we need far more than this.

8. Other issues of interest:
  - a) The Real-time scoring software did not get off the ground in time for the 2017 event. It is essential that we render it operational as soon as possible. Need Collin's help or someone else.
  - b) We have re-enrolled Elizabeth Seton High School after an absence in '15, '16, and '17. They'll have 8 teams in 2018, and have already picked up their kits.

