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**Orlando Section**

**Executive Committee Meeting**

**March 21, 2017**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EXCOM Meeting Places and Dates for 2017 | | | | | | | | | | | | |
| Date | JAN  10 | FEB  21 | MAR  21 | APR 22 | MAY 16 | JUN 20 | JUL  ---- | AUG 15 | SEP  19 | OCT 17 | NOV 14 | DEC 19 |
| Place | DeVry | UCF | Valencia | \*Park | TBD | TBD | \*\* | TBD | TBD | TBD | TBD | TBD |

\*Picnic – Jay Blanchard Park: 10501 J Blanchard Trail, Orlando, FL 32817

\*\*No meeting is set for July

**Chair Call Meeting to Order: 1900 Hours**

**ExCom Member Attendees:** Ravi Rajaravivarma, Genevieve Sapijaszko, Chris Nergard, Donghui Wu, Warren Macchi, Scott Clary

**Location:** Valencia College, Orlando, FL 32811.

**Proxy Notifications**: Joseph Lias, Jorge Medina, Mike Orlovsky, Joe Jusai, Lynn Guthrie presented proxies to the Chair.

**Quorum** was tallied and achieved.

**Meeting Agenda**

Welcome - Chair vrajaravivarma@valenciacollege.edu Ravi Rajaravivarma

* The next meeting will be held April 22, 2017 Sarturday @ 11:30 PM at Jay Blanchard Park, 10501 J Blanchard Trail, Orlando, FL 32817
* Acknowledged proxy notifications.
* Attendee introductions.
* IEEE Orlando branch give some scholarships but also the IEEE national as well. As long as you have a tax id and active student, you have a good shot at the scholarship. Orlando spends 7000 a year to promote the activity of scholarships. Many students to not take advantage of it. If you are able to put on your resume that you are a scholarship winner or finalist then it is an eye catching point on your resume. Being an IEEE member also looks good on your resume. It’s all about professional networking. Student’s best source of information is the student chapter.
* In order to increase the pool of students, Lynn Guthrie, Joe Jusai and Jorge Medina will be part of the committee to make the process simpler to get more students to apply.
* Combining two chapters Sensors and AESS (aerospace), it will be joint. They need to collect 12 signatures total from both societies and they need the signature from ravi. We need to figure out how to do this.
* Scholarship night on October 21, location and keynote speaker have not been finalized.
* April 22 will be the spring picnic. Monthly meeting will be held at that time. Will be held at Pavilion 2 at Jay Blanchard Park.

Vice Chair – Open Items discussed lynguthre@ieee.org Lynn Guthrie

* Not present

Secretary – Minutes Review gsapijaszko@ieee.org Genevieve Sapijaszko

* **Note:** Please provide monthly meeting reports via email no later than 1 week after the meeting. Otherwise the report will not get in the meeting notes for that month.
* February meeting minutes were reviewed, discussed and unanimously approved with no changes. Donghui Wu set the motion to accept and Scott Clary second the motion with unanimous consent.
* Date for awards night has been set for October 21, 2017 (3rd Saturday of the month of October) which does not conflict with the IEEExtreme Programming competition which generally runs on the 4th Saturday of October.

Financial Treasurer cnergard@ieee.org Chris Nergard

* Financial report for February were read.

**March** **Financial Report:**

|  |  |  |
| --- | --- | --- |
| IEEE CBRS Checking and Savings Account | |  |
| IEEE CBRS Checking Account |  |  |
| Opening Balance | Mar.1, 2017 | - |
| Interest Income | Mar. 2017 | - |
| Deposits | Mar. 2017 | - |
| Checks Paid Out | Mar. 2017 | - |
| Credit Card Transactions | Mar. 2017 | - |
| IEEE Transfer |  | - |
| **Closing Balance** | March 31, 2017 | - |
| **Long Term Savings** | March 31, 2017 | - |

**CHAPTER REPORTS**

**Chapter Chair**  **Joseph Lias**

**AESS** (Aerospace and Electronics Systems) **Chris Geiger**

**No update reported.**

**AP/MTT** (Antennas & Propagation/Microwave Theory & Techniques) **Michael Trampler**

**No update reported.**

**TEMS** **Warren Macchi**

**No update reported.**

**C** (Computer) **Sumit Jha**

**No update reported.**

**CSP** (Communications/Signal Processing) **Genevieve Sapijaszko**

**No update reported.**

**CPMT** (Components, Packaging, Manufacturing Technology) **Scott Clary**

**No update reported.**

**CSRASMC** (Control Systems/Robotics & Automation/Systems, Man and Cybernetics) **Donghui Wu**

**No update reported.**

**ED** (Electron Devices) **Wei Liang**

**No update reported.**

**Photonics** **Shin-Tson Wu**

**No update reported.**

**PES/IAS/PELS** (Power Energy/Industry Applications/Power Electronics) **Simon Echeverry**

**No update reported.**

**Valencia Students Marcelo Abrantes**

**No update reported.**

**Devry Students Neal Williams**

**No update reported.**

**UCF Students Danny …**

**No update reported.**

**UCF Photonics Yuan Jiamin**

**No update reported.**

**AFFINITY GROUP REPORTS**

**CN (**Consultants Network) **open**

**Junior Past Chair Michael Orlovsky**

**No update reported.**

**Young Professional Affinity Group** **-**

**No update reported.**

**Life Member** **David Flinchbaugh**

**No update reported.**

**WIE** (Women in Engineering) **Parveen Wahid**

**No update reported.**

**UCF Student WIE** UCF (Women in Engineering) **Maryory Urdaneta**

**No update reported.**

**COMMITTEE REPORTS**

**Awards** **Michael Orlovsky**

**No update reported.**

**Bylaws/Communications/Publications** **Jorge Medina**

Website communications update: <http://www.ewh.ieee.org/r3/orlando/2016/Nov/index.html>

**Excomm Nominating Committee Scott Clary/Joe Jusai/Mike Orlovsky**

**OLD/NEW BUSINESS**

**OLD BUSINESS:**

* Section Congress 2017 is in Sydney, Australia, at the International Convention Centre, from 11 to 13 August 2017. Section Chair (Ravi Rajaravivarma) will attend as section delegate. IEEE MGA will pay for most of expense (possibly all expense). Please plan accordingly, register and make flight reservation by end of March. More information will come from Region 3 Section Congress Coordinator.
* SoutheastCon2020 is requesting for proposal by SoutheastCon 2017. Joe recommends Orlando to put in a proposal. We already did quite a lot work for 2017, we can re-start with less effort. Does the Orlando section want to do the 2020 SouthEastCon, do we want to send out a proposal. We need to talk to Donghui Wu who has experience with this conference. It is important to note that whatever surplus comes from the budget, it is split two ways between the section and the regional. Joe will talk to Donghui in 2 weeks to see if he wants to start the bidding for 2020.

**NEW BUSINESS:**

* **Edward Addy** 
  + Chair of Merwin award and part of the computer Society. Computer society representation, IEEE systems council, coordinates between multiple societies, about 11 societies, symposia twice a year and publications.
* **Massid Ejaz**
  + Advisor of Ieee, student chapter at Valencia. IEEE collabratec tab will allow the users to attend meetings remotely – is a research, collaboration and professional networking platform offered to members, researchers.
* **Donghui Wu**
  + Section congress will be in Sydney conference. Region accommodation will be presenting. Next year SouthEastCon will be in Tampa, closer and we will have a larger attendance. Orlando is one of the major conference in the world. Many of IEEE conference are being held here throughout the year. Often we are requested to help with the meeting and volunteer in those IEEE conference.
  + Possibility to attend for free if you volunteer. Inexpensive way to attend a conference.
  + Speakers for the communication society – What is important is that you have 10 people or more that attend your speaker. If you are part of this society they will pay your trip for the distinguished speaker series, look at emails about this. You can have it anywhere the budget is 200 dollars. You can advertise it as part of the distinguished speaker.
  + Donghui wants Warren to start as part of the chair of the IEEE computer society.
  + IEEE has a big data conference but not a big data chapter, we should consider this possibility.
* **Warren Macchi**
  + Suggested in having a social media presence and Donhui would like to have 6 meaningful tweets per quarter. We should look at the Meetup.com, good place to announce things including the IEEE Orlando section meetings, it is also a good way to tell about presentations. Wants to start a meetup group
* IEEE Communication Society website have all the information about speakers that will attend 3 universities.

**Chair Call Meeting Adjourned: 2017 Hours**

**Attendee Addendum**

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| --- | --- | --- | --- | --- |
|  | ***First*** | ***Last*** | ***Affiliation*** | ***Email Address*** |
| **Chair** | Ravi | Rajaravivarma | IEEE Member | [vrajaravivarma@valenciacollege.edu](mailto:vrajaravivarma@valenciacollege.edu) |
| **Proxy** | Lynn | Guthrie | IEEE Member | [lynguthre@ieee.org](mailto:lynguthre@ieee.org) |
| **Secretary** | Genevieve | Sapijaszko | IEEE member | [gsapijaszko@devry.edu](mailto:gsapijaszko@devry.edu) |
| **Treasurer** | Chris | Nergard | IEEE Member | [cnergard@ieee.org](mailto:cnergard@ieee.org) |
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| **Proxy** | Jorge | Medina | IEEE Member | Jmedina29@cfl.rr.com |
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\*Regular attendee