Rochester Section Executive Committee Meeting

Jan 6, 2015 MEETING MINUTES

Hibachi Sushi Buffet, 3333 W Henrietta Rd # 420, Rochester, NY 14623

Agenda and Attendance List attached at end.

Meeting called to order at 12:05 PM. Quorum was established with 17 voting members.

Section Officer Reports

Section Chair Report – Greg Gdowski

1. 2015 section goals created and passed out: Major categories include membership growth, better communication (web, newsletter), improve networking (three major, three casual events), and general support of the engineering profession (outreach programs, student support, PHD credit-coordinate with Monroe County Society of Engineers), rejuvenate photonics society.

2. Chapter Chairs- please send Ray Ptucha (rwpeec@rit.edu) a list of section officers so that we can update our email distribution.

Section Vice-Chair Report – Andreas Savakis
- Joint Chapters meeting, Tues, March 31st, RIT Inn and Conference Center- looking for keynote speaker during dinner. Chapter chairs- please identify speakers for your chapter presentations by the Feb. Excomm meeting.
- Societies, please make sure you announce your events in advance. Send notifications using the IEEE meeting notification system on the IEEE website- automatically generates the L31 with a single click of the mouse! Also, make sure you get your announcements into the February newsletter by emailing Jack Schanker by Jan 8th.

Section Treasurer Report – Bill Fowlkes
- Dennis and Bill are working on the transition. If you have not submitted your 2014 receipts, please submit asap! Latest budget passed out- Dennis believes all requested checks have been distributed. All events need to have a corresponding L31 for them to count- need at least two L31's for your chapter to be recognized. The section gets a $200 rebate for each active chapter.

Section Secretary Report – Ray Ptucha
- Motion to approve Dec. minutes by Dennis Thompson, second by Bill Fowlkes.

Chapter Society Reports

Communications / Aerospace and Electronic Systems Societies Joint Chapter – Nirmala Shenoy
- No report.

Computer/Computational Intelligence Societies Joint Chapter – Peter Anderson
- Had a meeting early December on Genetic Algorithms- part II coming in Jan or Feb.

Electromagnetic Compatibility / Product Safety Engineering Joint Chapter – Jim Shipkowski for Frank Ryan
- No report

Electron Devices Circuits and Systems – Sean Rommel
- No report.

Engineering in Medicine and Biology –Cristian Linte
- Upcoming EMBS events – via email
  - Jan. 13th, 6pm, Rochester BioVenture Center, 77 Ridgeland Rd, Roch, NY. 6-7pm: pizza, 7-8pm: Gabriel Diaz, "Eye-Movements predict future ball location in a virtual reality catching task".
  - Feb. 17th – Carl Helmers.

Geoscience and Remote Sensing – Anthony Vodacek
- No report.

Life Members – Henry Simon
- No report

Antennas & Propagation/ Microwave theory techniques - Matthew Sidley
- Had a planning meeting Jan 5th. Will have a speaker at JCM.

Photonics- Bruce Smith

- No report

Power & Energy / Industrial Applications – David Krispinsky
- 11th annual Engineering symposium coming Wed, April 29th, downtown Radisson Rochester. Two keynotes confirmed: Shola Olabisi on GE diesel locomotives and Clark Hochgraf on vehicular avoidance systems. Two other speakers in the works (~400 attendees each year).

Signal Processing – Nathan Cahill
- No report

Technology Management Council –Chris Cassidy
- Held meeting on Dec 9th, 6-7:30pm, RIT, 73-1140. Tom Battley, Director of New York Photonics and the Rochester Regional Photonics Cluster spoke about photonics activities in the Rochester area. After event, Tom spent an hour talking about IEEE Photonics Chapter- and there is interest in TMC joining forces with Photonics chapter. Photonics also looking for larger event, like Rochester's Fringe Festival, to get others interested.

Centennial Report – Paul Lee
- All event activities complete- Action item to take this item off the minutes.

Young Professionals – Survi Kyal

- No report

Student Branches – Mark Shrader

- UofR student branch just had their elections- will report back contacts. No word from RIT or Alfred yet.

University of Rochester Student Branch - Wendi Heinzelman
- Three events during Dec. 30-35 folks showed up for elections. Gary Gee elected president, Jeremy Warner, past student president is now a grad student and will stay on to help. Jeremy Warner, Gary Gee, and Min Sue Lee from UofR went to Region 1 training for students (IEEE leadership, skills, knowledge of how it works). Students said it was excellent trip. Region 1 covered costs of hotel, and our section paid for transportation costs.

Rochester Institute of Technology Student Branch- Gill Tsouri
- No report.

Committee Reports

Membership Report –
- No report.

Awards Report – Jean Kendrick
- No report

Education K-12 – Jayanti Venkataraman
- No report.

Electronic Communications Coordinator – Sam Fryer
- Sam would like to step down- please let Sam, Greg, or Ray know if you are interested.

Newsletter Report – Jacob Schanker
- Jack would like to step down from the newsletter responsibilities
  The deadline for material submissions for the Feb. newsletter is Jan 8th- via email.

PACE Report – Joe DeVita
- Working on display for E3 fair (photonics topic)

Liaison Reports

Rochester Engineering Society (RES) Report – Harold Paschal

- 16 applicants for scholarship program, if interested in helping review, please contact Harold. (Wendi Heinzelman offered to help).

Rochester Council of Scientific Societies (RCSS) Report – Bill Brewer
- Held meeting on Dec 8th.

- Received four $250 Minigrant applications. (FIRST robotics field controller, t-shirt making supplies for t-shirt cannon, graphing calculators for children with educational , trail signs near Churchville-Chile school)
- Next meeting, Jan 12th, noon, Strasenburgh Planetarium

Rochester Professional Consultants Network- Mark Schrader

- In February, consultant boot camp starts- four consecutive Tuesdays. Details on the website (type RPCN in search window).

Old Business-

New Business

Open Discussion

Adjournment
- Motion to adjourn meeting by Ray Ptucha, second by Bill Brewer, approved.

Minutes compiled by Ray Ptucha

Attachments
   1. Meeting Agenda
   2. Attendance List

IEEE Rochester Section Executive Committee Meeting Agenda

Date: **Tuesday, Jan 6, 2015, Noon**

Place: **Hibachi Sushi Buffet, 3333 W Henrietta Rd # 420, Rochester, NY 14623**

Chair Report – Greg T. Gdowski [5 minutes] – Welcome

Vice Chair Report – Andreas Savakis [5 minutes]

Treasurer Report – Bill Fowlkes [10 minutes]

Secretary Report – Ray Ptucha [5 minutes] – Dec Meeting Minutes

Society Chapter/Council/Group Reports [10 minutes]
Communications/Aerospace and Electronics Systems – Nirmala Shenoy
Computer/Computational Intelligence – Peter Anderson
Electromagnetic Compatibility/Product Safety Engineering – Frank Ryan
Electron Devices/Circuits and Systems – Sean Rommel
Engineering in Medicine and Biology – Cristian Linte
Geoscience and Remote Sensing – Anthony Vodacek
Life Members – Henry Simon
Antennas & Prorogation / Microwave Theory and Techniques – Matthew Sidley
Photonics –
Power & Energy/Industry Applications – David Krispinsky
Signal Processing – Nathan Cahill
Technology Management Council – Chris Cassidy
Centennial Celebration- Paul Lee

Student Branch Reports – Mark Schrader [5 minutes]

Membership Report – Greg Gdowski [2 minutes]

Awards Report – Jean Kendrick [2 minutes]

Education K-12 – Jayanti Venkataraman [2 minutes]

Electronic Communications – Sam Fryer [2 minutes]

Newsletter Report – Jack Schanker [2 minutes]

PACE Report – Joe DeVita [2 minutes]

Rochester Engineering Society (RES) Report- Harold Paschal [2 minutes]

RCSS Report – Bill Brewer [2 minutes]

Old Business

New Business

Adjournment

Appendix 1: Email from Greg Gdowski on Jan 14th:

From: greg.gdowski@gmail.com [mailto:greg.gdowski@gmail.com] **On Behalf Of** Greg Gdowski
Sent: Wednesday, January 14, 2015 10:20 AM
To: Dennis Thompson; Matthew Sidley; Gill Tsouri; msraaa@earthlink.net; j.schanker@ieee.org; Nirmala Shenoy; Sumita Mishra; peter.g.anderson@ieee.org; martyleisner@yahoo.com; Bruce Nelson; Howard Brill; Cristian A. Linte; Stephen McAleavey; Jayanti Venkataraman; Pettis, Gregory; Anthony Vodacek; ientilucci@cis.rit.edu; kerekes@cis.rit.edu; Kyal, Survi; Behnaz Ghoraani; Nathan Cahill; Joseph DeVita; wabrewer@ieee.org; Sean L Rommel; William Grande; Karl Hirschman; mkuliner@haris.com; Yin Pan; azadeh@ece.rochester.edu; Anand, Vishal; fjryan@frontiernet.net; james.shipkowski@carestreamhealth.com; Henry Simon; pianbzt@hotmail.com; Chris Cassidy; Kenneth Hsu; Bruce Smith; Andreas Savakis; william.fowlkes@kodak.com; Raymond Ptucha; sfryer@computer.org
Subject: Rochester Section Joint IEEE meeting --- March 31, 2015

Hi Everyone,

This is just a reminder that the Joint Chapter meeting will be held on Tuesday, March 31st this year.

There were a number of important action items identified for each of the individual Chapters and Groups at the last Excom meeting.

1. It is now critical that you make sure that your L31 forms for 2014 are filed.   Those forms are critical in establishing our Section rebate. Each chapter is required to have 2 technical meetings per year to remain active --- those meetings are tracked by the L31 forms that you have submitted.

2. Please be sure to send any final receipts for 2014 to Bill Fowlkes (Section Treasurer) so that you can get reimbursed.

"william.fowlkes@kodak.com" <william.fowlkes@kodak.com>

3. If the officers have changed for your Chapter or Group, please make sure to send in the required documents to your Society to notify them of the changes.   We also need to know of these changes so that we can update our web pages.

4. **Please send us the officer(s) that you would like included on the Rochester Excom email distribution list.**   We need to update this list in order to make sure that Section distributions are reaching each of our Chapters and Groups. Your list of officers should be sent to Sam Fryer -- sfryer@computer.org. PLEASE -- send us an email even if you are currently on the list. That will allow us to verify that the list is accurate. No response to this action item does not really help us because we may wipe you off the list inadvertently.

5. JOINT CHAPTER MEETING (Tuesday March 31rst). This meeting has been scheduled earlier in the year to avoid conflicts with spring breaks and holidays.   It is imperative that your group search for a speaker for the meeting -- NOW. **We will need to have a list of speakers by the next Excom meeting on Feb 3rd.**   Otherwise, there will be insufficient time to advertise your speaker in the RES publication. Like last year, we will likely schedule two parallel sessions (Session 1: 4:30-5:30pm and Session 2: 5:30-6:30pm). Please remember that we need the 1. Speaker Name, 2. Affiliation, 3. Presentation title, 4. Presentation Abstract, and 5. A picture if possible. Please contact Andreas Savakis (axseec@rit.edu), if you require further information.

6. Please send a representative from your Chapter or Group to the attend the regular Excom meetings, the next Excom meeting is on Feb 3rd.

Thank you for again for helping to keep IEEE active in the Rochester area.   I look forward to seeing you in February.

Best regards,
Greg Gdowski
Rochester IEEE Section Chair

Appendix 2: Rochester Section Goals for 2015.

1. To maintain and grow the membership of the Rochester IEEE Section.

2. To enhance the communication of events to IEEE members and all engineering communities in the Rochester section.
    a. Create new web pages.
    b. Create a new template and format for monthly newsletters.
    c. Continuation of monthly Section Chair's notes in the newsletter.

3. To improve networking within the Rochester IEEE Section through:
    a. Three major sectional events including: A. Joint Chapter meeting, B. Summer event, and C. Volunteers appreciation dinner.
    b. Three casual networking only events that engage the local industry with the goal of improving industry relations with IEEE.

4. To support the engineering profession from the bottom up.
    a. ALL outreach programs will be financially covered by the Section budget (with preapproval from the section) and will not be drawn from the budget of the smaller organizational units and chapters.
    b. Incentives will be created for student groups to create three or more outreach programs in 2015.
    c. Continued support and involvement in the E3 Fair to increase engineering interest in middle school students.
    d. Create a process for providing an IEEE Rochester Section Graduate Fellowship (in tandem with the undergraduate fellowships that are already awarded annually).
    e. Create PACE activities that include three or more minor professional development sectional events that provide PDH credit. We will build off of the first PDH credit seminar that were created in 2014.   The goal of these sectional events will be to support the R1 Directors initiative in preparing and supporting career development in R1.

5. Rejuvenate the Rochester Chapter of the IEEE Photonics Society

IEEE Rochester Section Meeting
Jan 6, 2015
Attendance List
24 in Attendance

Name	**Position**
Gdowski, T. Greg	Section-Chair
Savakis, Andreas	Section-Vice Chair
Ptucha, Ray	Section-Secretary
Fowlkes, William	Section-Treasurer
Loui, Alex	Section- Sr. Past Chair / R1 Western Area Chair
Krispinsky, David	PES-Chair
Anderson, Peter	CSCIS- Chair
Sidley, Matthew	MTTS- Chair
Lee, Paul	Centennial Celebration-Chair
De Vita, Joseph	Section-PACE Chair
Schrader, Mark	Section-Student Activities Chair
Brewer, William	RCSS Liaison
Paschal, Harold	RES Representative/ tmc-Vice Chair
Heinzelman, Wendi	UofR Student Faculty Advisor
Pian, Thomas	TMC- Past Chair
Scheerens, Larry	Vol- Member at Large
Tague, Lyle	Vol-Member at Large
Thompson, Dennis	2014 Section Treasurer
Hochgraf, Clark	Vol- Member at Large
Olabisi, Shola	Vol- Member at Large
Wertssemged, Shalom	Vol- Member at Large
Duraisamy, Prakash	Vol- Member at Large