

IEEE Rochester Section ExCom Meeting
Minutes Draft for Review/Approval

Date: Tuesday, January 3rd, 2023

Time: 12:00 AM

Meeting Place: Tandoor of India (and WebEx),

Attendees: Eric Brown, Howard Bussey, Sreeram Dhurjaty, Bill Fowlkes, Jean Kendrick, David Krispinsky, Santosh Kurinec, Amelia Kwak, Ming-Lun Lee, Paul Lee, Deyasini Majumdar, Kelly Robinson, Mark Schrader, Eric Zeise

Meeting called to order by Chair.

I. Section Officers Report.

A. Chair Report – Eric Brown:

1. Thanks to:
 - Kelly Robinson for organizing the IEEE Rochester Section Awards and Volunteer Recognition Dinner.
 - Deyasini Majumdar for submitting a petition to start a Rochester Section Chapter of Women In Engineering (WIE). Next step is review by the Region.
2. Reminder to complete the IEEE Conflict of Interest training and disclosure.
3. Last year of eligibility for Eric Brown as Chair of the Rochester Section (search committee and nominations should be formed over the summer)

B. Vice Chair Report – Kelly Robinson:

1. Rochester Section Awards and Volunteer Recognition Dinner
 - Approximately 25 members and guests.
 - Celebrated our successes in 2022 including:
 - 2022 IEEE William Terry Distinguished Service Award presented to Professor Santosh Kurinec, IEEE Fellow
 - IEEE Milestone Committee Volunteers
 - IEEE Society Chapter and Affinity Group Volunteers
 - 2022 IEEE Student Scholarship Winners
 - Distributed 15, 20, 30 and 40 year Membership Pins
2. Rochester Area Contributions to Space Technologies
 - TBD February / early March (try to involve students)
 - Location: Rochester Museum and Science Center.
(If trying to combine with JCM then RMSC catering locked in)
3. Rochester Section Joint Chapters Meeting (JCM)
 - TBD March / early April
 - Location: TBD.
(previously 6 presentations in 3 tracks, look into 4 presentations in 2 tracks)
(try to find presentations that span chapter boundaries)
(look into RIT Imaging Science department & astronomy)
4. IEEE Rochester Section Calendar
 - 2023 Q1 calendar is coming together to help us schedule events at a sensible pace and to avoid conflicts.
 - Please send event dates to the Vice-Chair
(Bill Fowlkes has a Region calendar)
5. vTools Training Video
 - Greg Gdowski made an excellent video on how to use vTools.
 - <https://ieeer1.org/2022/09/28/tips-and-tricks-for-vtools-events-and-enotices/>
 - Highly recommended for anyone using vTools.
 - Suggest that we make a folder in our webpage where our Section Officers and Chapter Chairs can upload photos to promote our events in vTools.
 - Publicly available data (Google Drive, etc.) is easily shared using vTools

- Content management & Privacy considerations (photo permissions, etc) (content permissions, selection, location, and management)
 - Officers set up IEEE Google Accounts, multiple profiles separate accounts
- C. Treasurer Report – Howard Bussey:
 1. “Somebody take my job - please”
 - My apologies for not doing as good a job as the section treasurer should. Please volunteer for this position.
 2. Account balances: \$20,383.27 as of 1-October-2022,
\$20,845.14 as of 1-December-2022,
\$21,199.41 as of 1-January-2023.
 3. WNYISPW: \$1175.03 + \$2000 (Orolia) - \$2817.32 (currently positive)
(additional \$1250 expected: \$500 (L3-Harris), \$500 (Vanteon) and \$250 (SRC))
 4. Ex-Com November: \$83.79 - \$183.91
 5. Ex-Com December: \$65.17 - \$162.92
 6. Awards & Volunteers: \$354.76 - \$1485.99
 7. Budget Development planning: 1-January-2023 and 31-January-2023.
 8. Personal expense reports should be handled through Concur.
 - Just as ‘easy’ and ‘confusing’ as vTools.
 - Setup Concur account with personal direct deposit account numbers (required).
 - Three ‘level’ selection create the funnel for reporting (details are critical) (level 1 - Section, level 2 - Region 1, level 3 - Rochester)
 - Decent training video available on the Concur site. Recommended. (provides information about the vocabulary used for reporting)
 - Expense report submitted 3-January, deposited
- D. Secretary Report – Eric Zeise:
 1. December meeting minutes were distributed via ExCom List Server
 - Vote proposed by Kelly Robinson, seconded by Ran Dhurjaty (8 / 0 / 1 passed).
 2. Earlier meeting minutes also distributed via ExCom List Server for acceptance vote at the February Ex-Com meeting. Link to vote on previous month’s minutes will be distributed.
 3. E-mail any meeting announcements to ekzeise@ieee.org

II. Old Business.

- A. Guest: Corey Merkel, Assistant Professor of Computer Engineering at RIT. IEEE member for 10+ years, research and teaching in integrated circuit design and A.I. Interested in becoming more involved with IEEE section, particularly in Computational Intelligence activities.
- B. IEEE Milestone Committee:

Members of the Kodak Digital Camera Milestone Committee met to discuss other worthy Milestones from the Rochester area.

 1. Bayer Filter for color digital imaging
 2. Laser Tweezers
 3. Digital/Computed Radiography
 4. Wireless remote-control camera
 5. Kodak / Xerox advancements in Document Copying and Digital Printing
 6. OLED
 7. University of Rochester Laser Laboratory achievements

III. New Business.

- A. February 26: Region 1 and Region 2 Student Hackathon in Rochester focussed on 3D printing (supported by a \$10K grant from Apajet, to be held at the University of Rochester)
 - Defined problem to be solved within defined time period through programming
 - Original definition of ‘hack’ back in the 1960’s (a quick and elegant solution to a problem)

B. April 13-14: IEEE Region 1 and Region 2 Student Conference at the University of Maine

IV. Chapter, Society, and Group Reports / Discussion.

- A. Aerospace & Electronic Systems Society and Communications Society,
[0/2] AES10 / COMM19
- B. Computer Society and Computational Intelligence Society,
[0/2] C16 / CIS11
 - Potential new leadership in attendance.
- C. Electron Devices, Circuits and Systems,
[0/2] ED15
 - EDS meeting in November (coordinate with Carl)
- D. Engineering in Medicine and Biology Society,
[0/2] EMB18 - Christian Linte
- E. Geoscience and Remote Sensing Society,
[0/2] GRS29 - Emmett Ientlucci
 - 2023 GRS STRATUS Conference will be returning to Rochester this year (April/May time frame).
- F. Life Members,
[0/2] (Affinity Group) - Mark Schrader
 - Suggestions welcome (Lilac Festival?, Cemetery tour?)
 - Introduce physical electronics in H.S. (largely ignored in current curricula)
 - Robotics competitions are current introduction
 - Micro-mouse competition?
- G. Microwave Theory & Techniques Society and Antennas & Propagation Society,
[0/2] MTT17 / AP03
- H. Photonics Society,
[0/2] PHO36
 - Need to engage this chapter again
- I. Power and Energy Society and Industry Applications Society,
[0/2] PE31 / IA34 - Kelly Robinson (chair), Jean Kendrick (vice-chair)
 - Recognition for Jean Kendrick (chair since Feb 2016, moving to vice-chair)
 - Kelly Robinson (vice-chair since Jan 2020)
 - Schedule tour of Moses Power System in Niagara Falls in 2023 (engage Buffalo section)
(Gannet Nuclear Power station (Santosh), Beebe station, Sub-stations, RG&E control)
 - Sessions for an introduction to power generation and transmission in the U.S. to start
- J. Signal Processing Society,
[0/2] SP01 - Eric Zeise
 - In process of breaking up 2022 WNYISPW recording into individual video talks for the Rochester Section YouTube Channel (2 keynotes, 6 invited speakers, 6 submitted oral papers, 14 student posters).
 - Explore topics introduced in WNYISPW as webinars for 2023 (Rochester Section YouTube channel formed in November to host WNYISPW student poster presentations)
 - 2023 WNYISPW planning to start in February.
- K. Technology and Engineering Management Society,
[0/2] TEM14 - Paul Lee
 - Kudos to Ming-Lun Lee for last talk of 2022 (TEM & LM) on spatial audio. Excellent!
- L. Young Professionals,
[0/2] (Affinity Group) - Eric Brown
 - December 11: Bill's & Jets game tail-gate party
 - The event was fun, but it exposed some logistical challenges (a bit of cold rain).
 - Will plan another tailgate event during the 2023 - 2024 season
 - Planning to engage more Graduate Student Members for event ideas. (Student section via. school vs. 'permanent' residence - missing email notifications)

V. Student Chapter Reports.

- A. Rochester Institute of Technology
[0/4 } Blake Donley
 - Projects:
 - Autonomous Go Kart.
 - Graduate School Panel providing introduction and advice for Grad School. (in association with Hispanic Professional Engineers & Women in Grad School) (RIT focus on industry jobs (based on Co-op opportunities)).
 - Prepare members for RIT Career Fair in February 2023.
- B. University of Rochester
[0/4] Ming-Lun Lee
 - Amelia Kwak, student chapter chair (ECE & History double major), western student representative for Region 1, Planning for Spring Semester.
 - Last year focussed on professional development for securing internships
 - This year focus on technical events (internship window late in year)
 - Career in research talks
 - UofR power system
 - Engineering ball co-sponsored with WIE and other organizations (27-Jan)
 - Student rep will be in attendance at subsequent IEEE ExCom meetings (Ming-Lun Lee has teaching conflict with ExCom in 2023 through April)
 - Please record officer meetings and technical events in vTools for IEEE credit. (engage with Kelly & Jean for PES associated event)

VI. Committee Reports.

- A. Membership Development Report - Bill Fowlkes
- B. Awards Report - Jean Kendrick
 - Awards given at the Recognition Dinner.
 - Replenishing membership milestone pins
 - Checking on a standing banner for future IEEE Section events
 - 17 Power Banks in stock for speaker gifts
 - Ordered in batches of 50. Need to include money in the budget
- C. Electronic Communications Report - Chris Freyda & Howard Bussey
- D. Newsletter Report - Mark Schrader
 - February RES Magazine
 - Please submit Newsletter content before February 10th.
 - Budget for extra page charges (\$175 for each page used > 2)
 - Plan for pictures of Student Chapter officers for March 2023 (UofR elections @ end of Spring semester, so perhaps also May 2023)
- E. PACE Report - Alex Loui
- F. Region 1 Report - Greg Gdowski
 - 2023 Sections Congress in Ottawa, Canada (August 11-13):
<http://sections-congress.ieee.org/index.html>
 - Merger of Region1 and Region 2 was approved by the MGA
- G. Rochester Engineering Society Report (RES) - Greg Gdowski
 - 2023 Rochester Engineering Society Symposium (technical presentations, fee)
 - Tuesday, April 25, 2023 at the Riverside Convention Center (first RES in-person event since 2019)
 - Dave Krispinsky is organizing IEEE speakers and presentations
- H. Rochester Council of Scientific Societies (RCSS) Report

VII. Open Discussion.

VIII. Adjournment. Next ExCom meeting: February 7, 2023 at Noon

IX. Adjournment.

A. Next ExCom meeting: Tuesday, January 3rd at 12:00 Noon (Tandoor of India)