

IEEE Rochester Section ExCom Meeting
Minutes Draft for Review/Approval

Date: Tuesday, April 4th, 2023

Time: 12:00 AM

Place: Tandoor of India,

Meeting (in person @ Tandoor of India plus WebEx)

Attendees: Eric Brown, Howard Bussey, Sreeram Dhurjaty, Bill Fowlkes, Emmett Ientilucci, Jean Kendrick, Dave Krispinsky, Amelia Kwak, Christian Linte, Christina Nguyen, Joe Ott, Kelly Robinson, Mark Schrader, Nirmala Shenoy, Eric Zeise

Meeting called to order by Chair.

I. Section Officers Report.

A. Chair Report – Eric Brown:

1. Need to host a Senior Member Initiative Event.
Establish connections and encouragement for transition to Senior membership
2. R1/R2 Board of Governors (BOG) Meeting 2-June in King of Prussia, PA.
Prior to Sections Congress in Ottawa
3. Updated vTools.
 - Updated Section officers
 - Additional items for Howard and Chris (e.g. meeting minutes, Homepage update. etc.)
 - Several Chairs in position for > 4 years.
 - Need to recruit new volunteer(s) for Chapters & AGs.

B. Vice Chair Report – Kelly Robinson:

1. Rochester Area Contributions to Space Technologies
 - Rescheduling due to numerous religious holidays (approaching potential conflicts with exams for students)
 - Location Rochester Museum and Science Center
 - In communications with RMSC to find open dates
 - Incorporate suggestions from our last discussion
2. Joint Chapters Meeting
 - TBD: Late September
 - Date and Location TBD (Perhaps Xerox?)
 - Suggestions from our last discussion:
 - Investigate 4 presentations in 2 tracks (instead of 6 presentations in 3 tracks)
 - Try to find presentations that span chapter boundaries
 - Investigate RIT Imaging Science dept. and Astronomy dept.
3. Working to create an IEEE Rochester Section Events Calendar
 - 2023 Q1 Calendar is coming together
 - Please send event dates to the Vice-Chair
4. XEROX may be able to host an IEEE Rochester Section Event (with breakout space)
 - Greg Gdowski has had some initial discussions
 - Theatre available with 80 person capacity
 - Perhaps a good venue for our Joint Chapters Meeting

C. Treasurer Report – Howard Bussey:

1. New Section Treasurer is Emmett Ientilucci
2. 2023 Budget was distributed in March via e-mail
 - Becoming acclimated with NexGen (IEEE budgeting tool)
Resolved poorly documented entries in past transactions (EDS subsidy & L3-Harris WNYISPW subsidy)
 - Budget discussed as distributed at this meeting
Approved: 9 / 0 / 0 (in-person) + 3 / 0 / 0 (on-line) => 12 in favor (passed)
 - Future resolution votes to provide additional funding, as appropriate
 - Provide a simplified Budget Summary for the website

- \$189K currently in investment account
- 3. EDS Photonics Workshop re-initiation
- 4. Further discussion required for some tentative items to be included via future vote.
Investment account: ~ \$90,000 (up above \$100k early in 2022).
- D. Secretary Report – Eric Zeise:
 1. March meeting minutes distributed and voted upon.
(These notes include the approved budget and act as a physical record)
Approved: 9 / 0 / 0 (in-person) + 3 / 0 / 0 (on-line) => 12 in favor (passed)
 2. Please e-mail any meeting announcements to ekzeise@ieee.org.

II. Old Business.

- A. Karl Hirschman (co-chair Electron Devices Society) requested:
 - Reinstatement of EDS/Photonics Workshop funding for \$1500
 - Increasing EDS budget from \$200 to \$500 to support outside speakers
- B. Contact Cory Merkle (RIT IC design and AI) as potential Computer Society chair?

III. New Business.

- A. Nirmala Shenoy proposed a joint RIT/IEEE Computer Society Workshop covering Networking Trends (involving industry professionals and research faculty).
AES & CS societies (Nirmala Shenoy would like to be chair of the society)
 - Trends in secure and sustainable communications are evolving quickly
 - Invited talks and presentations, potentially posters (a single-day workshop)
 - Planning with RIT GCCIS & Cybersecurity (College of Sustainability)
 - Try reaching out to Wendy Heinzelmann (Engineering Dean at UofR)
 - Devise a tentative workshop budget for next month
- B. New IEEE Banner already used at E3 fair (thanks to Jean Kendrick)
(will be used at RES Symposium on 23-April)

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

- A. Aerospace & Electronic Systems Society and Communications Society,
[0/2] AES10 / COMM19 - Chair TBD (Tentatively Nirmala Shenoy, in attendance)
- B. Computer Society and Computational Intelligence Society,
[0/2] C16 / CIS11 - Chair TBD (Possibly Cory Merkle at RIT (Eric Brown to confirm)
▸ Potential new leadership in attendance
- C. Electron Devices, Circuits and Systems,
[0/2] ED15 - Chair Karl Hirschmann & Santosh Kurinec
▸ April 14th: 41st Annual Microelectronic Engineering Conference at RIT
- D. Engineering in Medicine and Biology Society,
[0/2] EMB18 - Christian Linte
- E. Geoscience and Remote Sensing Society,
[0/2] GRS29 - Emmett Ientlucci
▸ GRSS Stratus in Rochester at RIT CIS 1st floor, 22-24 May 2023
- F. Life Members (Affinity group),
[0/2] Mark Schrader
▸ Planning May talks:
 - Oxygen concentrator.
 - Transmission-line Loudspeakers.
- G. Microwave Theory & Techniques Society and Antennas & Propagation Society,
[0/2] MTT17 / AP03 - Chair TBD
- H. Photonics Society,
[0/2] PHO36 - Chair TBD
- I. Power and Energy Society and Industry Applications Society,
[0/2] PE31 / IA34 - Kelly Robinson
 - Planning a sub-station tour in May?
 - Planning to schedule tour of Moses Hydropower plant at Niagara Falls
(engage Buffalo & R! West) (Santosh Kurinec has contact, Jean to confirm)

- J. Signal Processing Society,
[0/2] SP01 - Eric Zeise
 - Extraction of WNYISPW presentation recording into individual talk videos for Rochester Section YouTube Channel nearly complete
 - Starting investigations and logistics for the 2023 WNYISPW
- K. Technology and Engineering Management Society,
[0/2] TEM14 - Paul Lee
 - Nothing new to report
- L. Young Professionals (Affinity group),
[0/2] Eric Brown
 - Graduation celebration for RIT and UR seniors
 - Nazmul Hasan, PhD student at UR, expressed interest in volunteering with IEEE (potential new chair of Young Professionals)
- M. Women in Engineering (Affinity group),
[0/2] WIE - Deyasini Majumdar,
 - Application inadvertently delayed, just starting organizing.

V. Student Chapter Reports.

- A. Rochester Institute of Technology
[4/4] Connor Chernesky (4th year BS/MS EE student, student chapter webmaster)
 1. Past Events:
 - (15-February) Spring kickoff meeting
 - (3-March) Career Fair Prep: Resume Reviews and Mock Interviews (collaborated with Formula SAE and AAChE)
 - (8-March) Career Fair Cool Down Ice Cream Social
 - (31-March) How to find housing for Co-ops/Internships and Make the Most of Your ExperienceFirst meeting mid-February
 2. Upcoming Events:
 - Officer Elections
 - PCB Workshop
 - End of Year Celebration
- B. University of Rochester
[0/4] Amelia Kwak (ECE & History, Western Region rep for IEEE)
 1. General interest meeting held in January
 2. Engineering Ball (sold-out!)
 3. 2023 Student Branch plan submitted to IEEE
 4. Tour of the University of Rochester Power Facility ?
 5. Kelly Robinson gave a presentation on starting a business

VI. Committee Reports.

- A. Membership Development Report - Bill Fowlkes
 - 2023 Recruitment goal = 117 new members (75 new members recruited as of 3/18/23)
 - Prior Year Recruitment
 - 2022: 50 new members recruited
 - 2021: 39 new members recruited
 - 2020: 38 new members recruited
- B. Awards Report - Jean Kendrick
 1. Region 1 Awards are out for nominations (w. Jean Kendrick)
 2. Replenishing membership milestone pins
 3. Planning to restock Power Banks for speaker gifts (17 in stock)
 - Need to include money in budget for additional speaker gifts
- C. Electronic Communications Report - Howard Bussey
 - Will address issues brought up at this meeting by May
- D. Newsletter Report - Mark Schrader
 1. Newsletter is now on-line

2. RES Magazine deadline is 10-May (Two pages available on a monthly basis)
(Two IEEE scholarships announced. Pictures and additional information greatly appreciated)
 3. Prepare summaries of past and new Student Branch officers (pictures & brief bio)
 4. Additional information: bit.ly accounts are trivial to create
- E. PACE Report - Alex Loui
- F. Region 1 Report - Greg Gdowski
1. April 13-14: IEEE Region 1 and Region 2 Student Conference at University of Maine
 2. August 11-14: Sections Congress 2023 in Ottawa, Canada
 3. October 2023 Student Conference at MIT
- G. Rochester Engineering Society Report (RES) - Greg Gdowski
1. RES in-person Symposium held on April 25th, 2023 Riverside Convention Center
 - Dave Krispinski organizing an excellent set of IEEE speakers and presentations. (Ram, Kelly, and Santosh from IEEE along with Kevin Diehl and Michael Heinz of Generac)
 - RES Tutoring has resumed. If interested, inquire through Eric Brown or RES.
- H. Rochester Council of Scientific Societies (RCSS) Report

VII. Open Discussion.

- A. Nothing introduced.

VIII. Adjournment.

- A. Next ExCom meeting: Tuesday, May 2nd at 12:00 Noon (Tandoor of India)