IEEE Rochester Section ExCom Meeting
Minutes Draft for Review/Approval
Date: Tuesday, September 5th, 2023
Time: 12:00 AM
Place: Tandoor of India,
Meeting (in person @ Tandoor of India plus WebEx)

Attendees: Eric Brown, Howard Bussey, Sreeram Dhurjaty, Blake Donley, Bill Fowlkes, Christine Frayda, Jean Kendrick, Davie Krispinski, Paul Lee, Deyasini Majumdar, Joe Ott, Khoi Phan, Rajesh Raghavan, Kelly Robinson, Mark Schrader, Eric Zeise

Meeting called to order by Chair.
I. Section Officers Report.
   A. Chair Report – Eric Brown:
      1. Attended IEEE Sections Congress (with several others from the Section)
        - Lots of ideas from the IEEE firehose
      2. Received notification that the Rochester Section reached its 2023 membership recruitment goal !!! (Award for inclusion in website or Newsletter)
        • Ideas for recruitment (student membership for attending courses, MIT, Virginia, URTC, etc. as models)
          (MIT students run the MIT conferences (separate HS & College conferences)
        • How to publicize to Students at RIT & UofR
        • Eta Kappa Nu (IEEE honor society) Currently dormant at RIT & UofR
        • Potentially use some money from Scholarship to subsidize membership
        • Student presentations qualify for membership (lightning talks, etc.)?
        • The IEEE Rochester Section has a new Senior Member: Mark Schrader. Congratulations !
      3. Still planning a virtual meeting with the Charles Rubenstein, R1 Conferences Chair, to clarify process needed for Workshop/Conference registration with iEEE.
        (Charles responsible for R1 planning in Sections Congress - let him re-settle)
      4. IEEE Rochester Section End of Summer Picnic on 9/4 (Labor Day) at GVP:
        • 25 people in attendance including several family members
        • Several new faces, but did not attract student participation :-(
   B. Vice Chair Report – Kelly Robinson:
      1. IEEE Table at the NY State Fair
        • - Arranged by Syracuse area (with snap-together electronic kits), Joe Ott attended
        • - Promote Tri-Engineering for K-12 and IEEE for College & beyond
        • - Would like more involvement from Rochester Section
      2. IEEE Rochester Section Joint Chapters YP Industry Meeting
        • Monday, Sept. 18 at the CIMS Conference Center, Louise Slaughter Hall, RIT
        • 1:00 - 9:00 PM ?
        • Still looking for the Keynote speaker
        • Adjusted schedule according to information from Sections Congress
          - Micro-mentoring during 1-hour reception
      3. 2024 Spring Joint Chapters Meeting - Late March or Early April, 2024
        • - Block out date & time to allow good publicity. Try UofR.
        • - Student oriented (attract Senior projects)
   C. Treasurer Report – Emmett Ientilucci:
      • No Report
      • Copy of Approved budget in Section shared folder

D. Secretary Report – Eric Zeise:
   1. August, June and May meeting minutes distributed via ExCom List Server, Mark motion, Howard/Ram second. **Approved**.
   2. Please e-mail new meeting announcements

II. Old Business.
A. EDS/Photonics Workshop (Karl Hirschman & Sean Rommel):
   1. Need budget proposal
   2. Suggest reaching out to SYR and BUF sections, and Micron
B. IEEE Milestone Committee:
   1. Bayer Filter for color digital imaging (Mark to follow-up)
   2. Laser Tweezers (Greg to follow-up)
   3. Digital/Computed Radiography (Bill to follow-up)
   4. Wireless remote-control camera
   5. Kodak/Xerox advancements in Document Copying and Printing
   6. Organic LED (Ming-Lun Lee to follow-up)
   7. [UR Laser Lab, Acoustic Labyrinth (Ram to follow-up)]

III. New Business
A. Milestones:
   • One Milestone application in system and three in queue.
   • $250 per Milestone in R1 Budget
B. Section ExCom Officer Election Committee (Mark (chair), Ram, and Dave K)
   • Seeking volunteers for Vice Chair
   • Current Treasurer and Secretary are running for their current positions
C. Section Historian (Mark Schrader)
   • Section historical record, events, and notable local inventions
   • Add Historical section to website
   • Update IEEE WIKI
D. IEEE WIE ROC would like to request a vote on the proposed budget of $1750 for 2 WIE ExCom members to attend the IEEE WIE East Area Forum 2023:
   • Deadline for registration is October 3rd, 2023.
   • Event is on October 26 - 28
   • NOTE: IEEE WIE Rq will not be covering the cost of any attendees (R1 WIE Chair)
   • Cost Breakdown:
     – Registration: $305 x 2 = $610
     – Travel (carpooling): $415
     – Hotel: $725
   • Motion: Reallocate unused Sections Congress funds to support WIE Chapter members to attend IEE WIE East Area Forum.
     Howard motion, Kelly second. **Approved**

IV. Chapter Society/Group Reports.
A. Aerospace & Electronic Systems Society and Communications Society, [0/2] AES10 / COMM19 - Chair: Nirmala Shenoy
   1. Joint RIT / IEEE Computer Networking Event to bring together industry professionals and research faculty.
      • Event on October 10th
      • Need help with:
        – Abstract submissions (due September 15th)
        – Distribution of event information to industry professionals
   2. Upcoming Events:
B. Computer Society and Computational Intelligence Society, [0/2] C16 / CIS11 - Chair: (potentially Cory Merkle at RIT)

- Really need to get this society going again (largest proportion of membership):
    - Identify a potential chair (Cory Merkle - RIT?)
    - Co-sponsor COM event talks (co-sponsoring 2023 IEEE WNYISPW)
- Upcoming Events:

C. Electron Devices, Circuits and Systems,
[2/2] ED15 - Chair: Karl Hirschmann & Santosh Kurinec
- EDS/Photonics Workshop - still waiting for information.

D. Engineering in Medicine and Biology Society,
[0/2] EMB18 - Chair: Christian Linte
- No Report

E. Geoscience and Remote Sensing Society,
[1/2] GRS29 - Chair: Emmett Ientilucci
- No Report

F. Life Members Affinity Group,
[0/2] Chair: Mark Schrader
1. Planning talks:
    - Wednesday, 27-Sept: AWA meeting: Ram talk on Bose Radio @ RIT Inn
    - Saturday, 7-Oct @ Noon: R10 Professor on creation of Affordable Oxygen Concentrator for COPD

G. Microwave Theory & Techniques Society and Antennas & Propagation Society,
[0/2] MTT17 / AP03 - Chair: TBD
- No Report

H. Photonics Society,
[0/2] PHO36 - Chair: TBD
- No Report

I. Power and Energy Society and Industry Applications Society,
[1/2] PE31 / IA34 - Chair: Kelly Robinson
- Robert Moses Niagara Hydroelectric Power Plant Tour. Working with Christopher Carey, supervisor of Moses plant to arrange a floor tour of the facility. Timing TBD
- From Sections Congress - Rochester initiatives for clean energy CO2 footprint: Eric & Kelly to talk with City officials at RES Social on October 7th

J. Signal Processing Society,
[0/2] SP01 - Chair: Eric Zeise
- 2023 IEEE WNYISPW is soliciting Papers, Presentation and Attendees. Friday, 3-Nov at RIT Student Development Center
  - AM invited talks: Signal, image and statistical analysis in Brain Imaging
  - PM invited talks: Large Language Models and Generative AI

K. Technology and Engineering Management Society,
[0/2] TEM14 - Chair: Paul Lee
- No Report
- Kelly would like to commission survey of Rochester Area members: What topics would be interesting?
Use Survey Sparrow (IEEE) or Survey Monkee or Google Forms

L. Women in Engineering Affinity Group.
[0/2] WIE - Chair: Deyasini Majumdar
- Held fourth monthly meeting for this year
Planning for application (due by IEEE 30-Sept) for VI International WIE: Get speakers for one or more of three tracks; Involvement, Innovation, andEntrepreneurship
- IEEE WIE ROC is a co-host for the 2023 Rochester Chapter JCM with two invited speakers at the event
- September 2023 meeting to be held in person

- Plan to have an industry-academia networking event in October with focus to provide opportunities for closer interaction between WIE, YP, student members, and industry representatives.
- Moving forward with an application for IEEE WIE ILS 2024 (Call for applications is out, with the deadline being 30-September).
  - Need letters of support from the Section and Region
  - Work towards identifying speakers for one or more of three tracks; Involvement, Innovation, and Entrepreneurship
- Two WIE members are planning to attend the IEEE WIE East Area Forum, 26 - 28 October

M. Young Professionals Affinity Group,
   [1/2] Chair: Eric Brown
- Pittsburgh tailgate event was cancelled.
- Reviewing season schedule and working with Buffalo YP to plan a tailgate event in Buffalo.

V. Student Chapter Reports.

A. Rochester Institute of Technology
   [1/4] Blake Donley (RIT)
- Kick-off event Friday, Sept. 8th.
- Blake will file reports on earlier vTools events that have not been recorded
- Interest in MIT Conferene.
- Motion to allocate portion of Student Section budget for Conference attendance to Student IEEE members with > 1 year membership and volunteers in Student Chapter. Details to be defined, but considerations are:
  ~ $2800 in Section budget for Conference attendance subsidies (use Concur)
  - Student Chapter leadership recommendations
- Try to re-vitalize Eta Kappa Nu IEEE Honor Society

B. University of Rochester
   [4/4] Ming-Lun Lee
- No Report

VI. Committee Reports.

A. Membership Development Report - Bill Fowlkes
- The Rochester Section met its 2023 Recruitment goal of 117 members.
- Across regions (more details on Collabratec MD Volunteers):
  - Membership is up 6.9% YoY (July)
  - Student membership accounts for 85% of growth
  - Higher grade membership is up 1.4%
- 2024 Membership renewal starts in September
- New members get membership benefits through end of 2024

B. Awards Report - Jean Kendrick
- Replenishing membership milestone pins (Produced by a company independent of IEEE)
- Only 9 Speaker Gifts left (typically order ~50 at a time).
- Solar battery pack - more expensive than other items, ~$30 - $35 each

C. Electronic Communications Report - Chris Freyda & Howard Bussey
- Added membership award badge
- Forward 'late-breaking news' to Mark Schrader for Newsletter
- Added images of section ExCom members

D. Newsletter Report - Mark Schrader
- RES Magazine - Articles due by 9-Sept for the next month's edition
  - Two extra pages were added for the August Edition

- Upcoming Events:
E. PACE Report - Alex Loui
    - No Report
F. Region 1 Report - Greg Gdowski
    - August 11 - 13: Sections Congress 2023, Ottawa Canada
    - October 26 - 28: IEEE WIE Forum USA East, Pittsburgh, PA
G. Rochester Engineering Society Report (RES) - Greg Gdowski
    - Social Networking Event: Thursday, September 7th at Three Heads Brewing
    - Profit sharing from RES Engineering Symposium this past April - about $1000 profit from 375 attendees shared among six societies (pre-Covid ~500). Investigation showed ~25% decline of in-person attendance, similar experience.
H. Rochester Council of Scientific Societies (RCSS) Report
    - No Report

VII. Open Discussion.

VIII. Adjournment.
   Next ExCom Meeting: Tuesday, October 3rd (IEEE Day) at Noon. Tandoor of India.