IEEE Rochester Section ExCom Meeting
Minutes Draft for Review/Approval
Date: Tuesday, October 3rd, 2023
Time: 12:00 AM
Place: Tandoor of India,
Meeting (in person @ Tandoor of India plus WebEx)

Attendees: Eric Brown, Howard Bussey, Ellen Debes, Ram Dhurjaty, Chris Frayda. Emett Ientilucci, Jean Kendrick, Ming-Lun Lee, Paul Lee, Alex Loui, Deyasini Majumdar, Cory Merkel, Joe Ott, Khoi Phan, Kelly Robinson, Mark Schrader, Eric Zeise

Meeting called to order by Chair.

I. Section Officers Report.
   A. Chair Report – Eric Brown:
      ‣ Happy IEEE Day (First Tuesday of October, each year)
   B. Vice Chair Report – Kelly Robinson:
      ‣ Fall Joint Chapters Meeting held Monday, September 18th, 2023, 1:00 - 9:00 PM
         ‣ Difficult for professionals to get away from work mid-day.
         ‣ Low participation but excellent agenda
         ‣ Concept to have high-profile speakers address students & YPs about their career path (1:00 - 3:00)
         ‣ Mentoring talks (financial planning)
         ‣ Not really a JCM since chapters did not organize the talks (SP, WIE contributed)
         ‣ Suggestion: Pair JCM with something interesting, approach from Professional Development perspective
         ‣ Approach a YP to (help) organize a YP Professional Development event
      ‣ Spring Joint Chapters Meeting tentatively planned for late March / early April 2023
         ‣ Try UofR (Evening parking OK, UofR catering)
         ‣ Include Professional Development session (financial) with involvement by a YP for organization & networking
         ‣ Need to schedule for late-June or early-July
         ‣ Several companies in area (and one in Buffalo) interested in future events (Kelly: Contacts with Kodak, Xerox & CareStream)
   C. Treasurer Report – Emmett Ientilucci:
      1) Since last ExCom Meeting
         ‣ Income: $90 (lunch) + $525 + $5000 (dedicated proposal for GRSS)
         ‣ Expenses $15, $163 , $270 (IEEE membership renewal, mailbox, telephone) +, $1200 (RES magazine & extra pages),
      2) Account Balances
         ‣ Checking   => $24000 (including GRSS)
         ‣ Investment => $202K
   D. Secretary Report – Eric Zeise:
      ‣ September 2023 meeting minutes approved
      ‣ Please e-mail meeting announcements to me

II. Old Business.
   A. Milestone Committee
      ‣ Rules have changed, requiring four reviewers without prior contact
      ‣ Milestone applications have to include four reviewers
      ‣ Chairs can change directions

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 Printing
6) OLED
7) [U of R Laser Lab]
B. EDS / Photonics Workshop
  ‣ Planning for late winter or early spring

III. New Business.
- Section ExCom Officer Election Committee (Mark, Ram, and Dave K) (Nominating tool & Call for nominations tool - MGA Operations Manual)
  - Chair: Kelly Robinson
  - Vice Chair: Emmett Ientilucci
  - Treasurer:
  - Secretary: Eric Zeise

IV. Chapter, Society, and Group Reports / Discussion.
A. Aerospace & Electronic Systems Society and Communications Society,
  0/2 AES10 / COMM19
  ‣ Joint RIT / IEEE Computer Networking Event to bring together industry professionals and research faculty.
    ‣ Scheduled for October 10th, 2023
    ‣ Abstract submissions due September 15th (Help needed)
    ‣ Distribution of event information to industry professionals (Help needed)
    ‣ Sustainable Computer Networking, RIT sponsoring lunch
B. Computer Society and Computational Intelligence Society,
  0/2 C16 / CIS11
  ‣ Need to get this society going again.
    ‣ Dr. Cory Merkle, RIT has volunteered for Chair
  ‣ Has largest proportion of Section membership
    ‣ Co-sponsor COM event talks?
C. Electron Devices, Circuits and Systems,
  2/2 ED15
  ‣ No Report
D. Engineering in Medicine and Biology Society,
  0/2 EMB18 - Christian Linte
  ‣ No Report
  ‣ Topic: FDA regulations for medical devices and cyber-security
E. Geoscience and Remote Sensing Society,
  1/2 GRS29 - Emmett Ientilucci
  ‣ STRATUS Conference showing as only one event. Recommend adding vTools entries for each talk during the conference
  ‣ Upcoming:
  ‣ Nov / Dec: (Hybrid) Deputy Director of Space Missions JPL (Space Sciences)
  ‣ December: (Hybrid) Spectral studies (Texas faculty)
F. Life Members,
  1/2 Mark Schrader
  ‣ Presentation at Antique Wireless Association Annual Meeting on September 27 Bose Radio
  ‣ Upcoming: R10 Professor on creation of Affordable Oxygen Concentrator for COPD Saturday, October 7th

G. Microwave Theory & Techniques Society and Antennas & Propagation Society,
0/1 MTT17 / AP03
- ‣ No Report
H. Photonics Society,
0/2 PHO36
- ‣ No Report
I. Power and Energy Society and Industry Applications Society,
4/2 PE31 / IA34 - Kelly Robinson
- ‣ Upcoming events:
  - ‣ Mr. J.T. Mills interested in presenting "RF Spectrum uses to improve reliability of the Smart Grid" (for JCM or for "stand-alone" virtual event
- ‣ Looking to engage with local green energy initiatives:
  - ‣ Met with Madison Quinn, County Sustainability Coordinator, Monroe County Committee member, interested in working with the IEEE
  - ‣ Quinn provided survey to fill out (event to encourage participants filling out the survey)
  - ‣ County needs technical feedback from power professionals for going Green
  - ‣ Eric Zeise - involved with Sustainable Energy Action Committee and other groups (NY BEST initiatives)
J. Signal Processing Society,
0/2 SP01 - Eric Zeise
- ‣ 2023 IEEE WNYISPE scheduled for Friday, November 3rdz
  Keynote, 9 Invited talks, A.I. Discussion/Debate, 9 Oral slots, & Poster session
  Topics: Signal & Image Processing in Brain Imaging
            Large Language Models & Generative A.I.
- ‣ Would benefit from help getting PDH credits
K. Technology and Engineering Management Society,
1/2 TEM14 - Paul Lee
- ‣ No Report
L. Women in Engineering
0/2 - Deyasini Majumdar
- ‣ Held fourth monthly meeting for the year
  September meeting held in person
- ‣ IEEE WIE ROC is a co-host for the Fall Rochester Section JCM with two speakers
- ‣ Plan to have an industry-academia networking event in October with the 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 deadline of September 30)
  We will need letters of support form the Section and the Region
- ‣ IEEE WIE ROC would like to request a vote on the proposed budget we had submitted for attendance of our team members at IEEE WIE East Area Forum 2023
  - ‣ Deadline for registration is October 3rd, 2023 and the event in October 26-28
  - ‣ Request is for at least one person to attend the event (initial budget was for 2)
  - ‣ IEEE WIE R1 will not be covering the cost of any attendees (R1 WIE Chair)
M. Young Professionals,
3/2 Eric Brown
- ‣ Reviewing Buffalo Bills season schedule and working with Buffalo YP to plan a tailgate get-together in Buffalo

V. Student Chapter Reports.
A. Rochester Institute of Technology
2/4 Blake Donley (RIT)

- ‣ Kick-off event this week
- ‣ Interest in the MIT conference
  B. 4/4 University of Rochester (Khoi Phan)
- ‣ General Interest meeting in September
  Good reception from ECE majors, eliciting involvement in Student Chapter events
- ‣ October 10th "ECE Study Hall"
  (develop 'community' within ECE, currently absent)
- ‣ Please report activities on vTools (further publicity)
- ‣ How can the Rochester Section assist the Student Chapter?

VI. Committee Reports.
  A. Membership Development Report - Bill Fowlkes
- ‣ 2024 Membership renewal starts in September
- ‣ New members get membership benefits through 2024
- ‣ Need to engage Faculty in IEEE in order to encourage Student involvement with IEEE
- ‣ Develop survey for Section (with suggestions) to elicit topics for presentations (webinars, etc.)
  B. Awards Report - Jean Kendrick
- ‣ Replenishing membership milestone pins
  (Must be produced by an independent company)
- ‣ Only 9 speaker gifts left
  (typically order ~50 at a time - Solar battery pack $30 - 35 ea, more expensive)
  C. Electronic Communications Report - Chris Freyda & Howard Bussey
- ‣ Added image for Eric Zeise
- ‣ Need to update LinkedIn connection
  D. Newsletter Report - Mark Schrader
- ‣ RES Magazine - Articles due by the 9th for next month's edition
- ‣ Two extra pages were added for the August edition
  E. PACE Report - Alex Loui
- ‣ No Report
  F. Region 1 Report - Greg Gdowski
- ‣ October 26 - 28: IEEE WIE Forum East, Pittsburgh, PA
  G. Rochester Engineering Society Report (RES) - Greg Gdowski
- ‣ Social Networking Event this Thursday, November 2nd at Rohrbach's (Public Market) Brewing
  (First Thursday of the month)
  H. Rochester Council of Scientific Societies (RCSS) Report
  No Report

VII. Open Discussion.
  (None)

VIII. Adjournment.
- • Next ExCom meeting: Tuesday, November 7th, Noon, at Tandoor of India