

IEEE Pikes Peak Section ExCom

Meeting Minutes

May 15, 2013

Present: Dave Wells (Chair)
Russ Bogardus (Vice Chair)
Stephen Long (Treasurer)
John Meredith (Continuing Education)
Lewis Dove (PACE Chair)
John Santiago (CTU Student Branch Advisor)
Mike Garland (Power and Energy Society Chair)
Jude DePalma (University Student Activities)
Debora Elam (Secretary)

Next meeting: TBD

I. Announcements

None

II. Discussion

a. *Treasurer's Report*

- Stephen provided a summary of the section's finances and requested input for this year's budget. Based on everyone's input, he will then prepare and distribute the proposed budget for review. If necessary, we can review the budget at the next ExCom meeting.
- Some suggestions for consideration:
 - Fund someone from our section to attend an event in Denver
 - Attend annual IEEE meeting (John and Lewis)
 - Bring in a speaker; could see what other committees and societies are doing and see if we can be added to the speaking tour
 - University scholarships

b. *Section Events*

Debora provided a summary of the section's sponsorship of the annual Air Force ECE Senior Capstone Project Review held on May 8th, 2013. Four section members participated in the event (Steve Chastain, Mark Gerschefske, Cory Antosh, and Debora Elam). As in previous years, the section provided pizza to all the participants, and plaques for the top three projects. Debora to follow-up with the USAFA POC, Lt. Col. John Porche, to reimburse for the pizza and to order the plaques.

c. *PACE Event*

Lewis provided a summary of the PACE activities.

d. *Additional Topics*

- Numerous suggestions were provided regarding additional section involvement and/or attend other IEEE events:
 - Sponsor local competition (e.g., robotics, design, paper, or ethics contest)
 - Sponsor / organize a Colorado Engineering Day

- Sponsor / organize a contest between schools that results in providing something to the community
- Meeting requirements – we were reminded IEEE requires at least two meetings per year. Meetings just be reported and should be on the section calendar.
- eNotices – Russ offered to help chairs to get events on the calendar
- IEEE CTU section has a new chair and vice chair
- Space Foundation is hosting a robotics event June 15th, 2013, from 10:00 a.m. to 6:00 p.m.
- John offered to provide training from new section officers, tips on presenting, ABET, etc.
- Bylaws need to reviewed and updated

III. Action Items

- Provide input for this year's budget directly to Stephen at s.t.long@ieee.org
- Russ to follow-up regarding putting a putting a proposal together for a contest between schools and perhaps contact UCCS
- Debora to follow-up with USAFA to close out USAFA capstone project review event

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