

**Orlando Section**

**Executive Committee Meeting**

**September 13, 2016**

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| --- |
| **EXCOM Meeting Dates for 2016** |
| JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| 12 | 9 | 1 | 12 | 10 | 14 | NM | 9 | 13 | 4 | 8 | 13 |

**Chair Call To Order -** Ravi Rajaravivarma at 19:00

**ExCom Member Attendees:** Lynn Guthrie, Ravi Rajaravivarma, Joseph Lias, Chris Nergard, Scott Clary, Joe Jusai

**Location:** UCF, Harris Engineering Corporation (HEC) building, Room 101.

**Proxy Notifications**: Jorge Medina, Donghui Wu, Mike Orlovsky, David Flinchbaugh presented proxies to the Chair.

**Meeting Agenda**

Welcome vrajaravivarma@valenciacollege.edu Ravi Rajaravivarma

* The next meeting will be held Oct 4, 2016 Tuesday @ 6:30 PM at Valencia College - 1800 S. Kirkman Road, Orlando, FL 32811, West; Building 11, Room 106.
* Acknowledged proxy notifications.
* Attendee introductions.

Vice Chair – Open Items to be discussed lynguthre@ieee.org Lynn Guthrie

* Section awards & banquet night – October 22nd at Valencia College – Building 8 @ 6:30pm. Planned speaker will be Butch Chadwell.
* Food arrangements for the awards banquet will be handled by TooJays Restaurant. Also the Tie-dye shirts have been ordered, waiting for 1st shirt to give design approval before final approval.

Secretary – Minutes Review JLias@ThorntonandLias.com Joseph Lias

* **Note:** Please provide monthly meeting reports via email no later than 1 week after the meeting. Otherwise the report will not get in the meeting notes for that month.
* August meeting minutes were reviewed, discussed and unanimously accepted with changes. Scott Clary made the motion and Lynn Guthrie 2nd .

Treasurer cnergard@ieee.org Chris Nergard

**August** **Financial Report:**

|  |  |
| --- | --- |
| **IEEE CBRS Checking and Savings Account** |   |
| IEEE CBRS Checking Account |   |   |
| Opening Balance | Sept.1, 2016 | $23,441.60 |
| Interest Income | Sept. 2016 | $6.08 |
| Checks Paid Out | Sept. 2016 | $2,252.78 |
| Credit Card Transactions | Sept. 2016 | $0.00 |
| IEEE Transfer |  | $0.00 |
| **Closing Balance** | Aug. 31, 2016 | $21,194.90 |
| **Long Term Savings** | Aug. 31, 2016 | $126,851.18 |

**CHAPTER REPORTS**

**AESS** (Aerospace and Electronics Systems ) **Chris Geiger**

**No update reported.**

**AP/MTT** (Antennas & Propagation/Microwave Theory & Techniques) **Michael Trampler**

**No update reported.**

**TEMS** **Mike Orlovsky**

Chapter will be scheduling two technical meetings to occur in the Fall 2016 timeframe. Preference is one in September and one in October. Desire will be to use room at Valencia College or DeVry University. TEMS makes several video tutorials available that would be of interest to the local IEEE section.

**C** (Computer) **Sumit Jha**

**No update reported.**

**CSP** (Communications/Signal Processing) **Lynn Guthrie**

**No update reported.**

**CPMT** (Components, Packaging, Manufacturing Technology) **Scott Clary**

The CPMT Chapter of the IEEE Orlando Section is planning to sponsor a technical meeting in conjunction with Sealing Devices, Inc. on EMI / EMC Design Basics and Fundamentals of EMI Shielding (see below for abstract and speaker biography) on Tuesday evening, November 08 (immediately preceding the ExCom meeting).  The exact time and location are still to be determined, and will depend on the level of interest in attending received.

**Abstract**: Effective EMI control comes down to suppression and containment.  In the drive for faster feature rich devices while balancing SWaP, which do you use?  Practical strategies utilize both - seminar topics include EMI/EMC design basics, fundamentals of EMI shielding and EMI/EMC mechanical design (including factors affecting the choice of EMI shielding materials for given application parameters).  From conductive flexible materials, coatings, to nano particles, hear what to consider when, see some of the latest EMI shielding materials and techniques, with practical examples, available for more effective package design to meet EMC requirements and avoid last minute issues in compliance testing.

**Speaker Bio**: Michael Moretti, BS, Industrial Engineering, University of Buffalo and BS, Business Admin, State University of New York, and Product Manager for EMI and Thermal management materials for Sealing Devices Inc., with over 15+ years of experience working with design engineers on effective EMI shielding solutions across multiple markets, combining engineering and business expertise to support customer projects/designs from concept through production while understanding quality, cost and schedule objectives. Through its Electronics Protection product lines Sealing Devices, Inc. is a leading provider of materials and components used in effective electronic package design including EMI, Thermal and Sealing performance."

For more information, please contact IEEE Orlando Section CPMT Chapter Chair Scott Clary at scott.a.clary@lmco.com.

An official meeting announcement with a request to RSVP will be out soon once the details are finalized.

**CSRASMC** (Control Systems/Robotics & Automation/Systems, Man and Cybernetics) **Donghui Wu**

**ED** (Electron Devices) **Wei Liang**

**No update reported.**

**Photonics** **Shin-Tson Wu**

**No update reported.**

**PES/IAS/PELS** (Power Energy/Industry Applications/Power Electronics) **Simon Echeverry**

**No update reported.**

**Valencia Students Emanuel Montanez**

Valencia is planning a Physics “Haunted House” sponsored by STEM & IEEE on October 31st.

**Devry Students Robert Buckels**

**UCF Students Akash Jinandra**

UCF is planning a “leadership Training” sessions in conjunction with IEEE Region 3.

**UCF Photonics Yuan Jiamin**

**No update reported.**

**AFFINITY GROUP REPORTS**

**CN (**Consultants Network) **open**

**Junior Past Chair Michael Orlovsky**

**No update reported.**

**Young Professional Affinity Group** **Xin Deng (Crystal)**

**No update reported.**

**Life Member** **David Flinchbaugh**

**No update reported.**

**WIE** (Women in Engineering) **Parveen Wahid**

**No update reported.**

**UCF Student WIE** UCF (Women in Engineering) **Maryory Urdaneta**

**No update reported.**

**COMMITTEE REPORTS**

**Awards** **Michael Orlovsky**

The awards committee need two teams of three section members to be reviewers. One team will be for the awards and the other team will be for the scholarships. Please collect volunteers this evening. If a particular person is nominated for an award or scholarship, they will not be able to serve on the team reviewing their nomination package. The following is our plan for the scholarships and awards to be awarded as part of the 2016 IEEE Orlando Section Star Search:

09/15 - Nominations Close at Midnight

09/17 - Distribute Review Packages to Reviews

09/24 - Reviewer Assessment Due

09/26 - Distribute Summarized Assessments for Final Review

09/28 - Submit Section List to EXCOM Executive Committee

10/07 - Order Award Plaques

10/14 - Pick Up Completed Award Plaques

10/22 - Awards Ceremony

**Bylaws/Communications/Publications** **Jorge Medina**

Website communications update: <http://ewh.ieee.org/r3/orlando/2016/Jun/index.html#EXCOM>

Orlando Section Bylaws - The OP amendments were submitted to Region 3 director and MGA office and have not heard from them yet.

**Excomm Nominating Committee Scott Clary/Joe Jusai/Mike Orlovsky**

The IEEE Orlando Section Nominations Committee is currently seeking qualified candidates to be considered for positions on 2017 Section Executive Committee during the annual election. Nominations are now being accepted for the positions of Section Chair, Section Vice Chair, Section Secretary, and Section Treasurer. The term of service is one year beginning on January 01, 2017 and ending on December 31, 2017. See the IEEE Bylaws and IEEE Orlando Section Operating Procedures for more information regarding candidate requirements and position descriptions. Interested individuals should e-mail the Nominations Committee to schedule an information session and interview. For additional information please e-mail Scott Clary at scott.a.clary@lmco.com.

**OLD/NEW BUSINESS**

**OLD BUSINESS:** Minutes from last month reviewed and approved with necessary changes.

**NEW BUSINESS:**

Rex Gibson is working with Scott Clary on presenting EMI challenges and solutions.

**ADJOURN: 2015 Hours**

**Attendee Addendum**

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| --- | --- | --- | --- | --- |
|  | ***First*** | ***Last*** | ***Affiliation*** | ***Email Address*** |
|  | Genevieve | Sapijaszko | IEEE member | gsapijaszko@devry.edu |
|  | Joseph | Lias | IEEE Member | JLias@ThorntonandLias.com |
|  | Ravi  | Rajaravivarma | IEEE Member | vrajaravivarma@valenciacollege.edu |
|  | Lynn | Guthrie | IEEE Member | lynguthre@ieee.org |
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|  | Joe | Juisai | IEEE Member | Joe.Juisai@ieee.org  |
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|  | Daniel | Betancourt | IEEE UCF officer | dbetancourt@knights.ucf.edu  |
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|  | Rex | Gibson | Non-member | rgibson@sealingdevices.com |
|  | Carlos | Virguez | IEEE member | Virguez.carlos@gmail.com |
|  | Edward | Addy | IEEE member |  |
|  | Varadraj | Gurupur | IEEE member | Varadraj.gurupur@ucf.edu |
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| IEEE | **Orlando Section Monthly**  |

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### Section/Society Chapter/Affinity Group Events

* [Sep. 13 - Executive Committee Meeting](http://ewh.ieee.org/r3/orlando/2016/Sep/index.html#EXCOM)

### Section News

* [IEEE Orlando Section Call For Nominations](http://ewh.ieee.org/r3/orlando/2016/Sep/index.html#Nominations)
* [IEEE Orlando Section 2016 Star Search and Scholarship Awards - Applications due Sep. 15](http://ewh.ieee.org/r3/orlando/2016/Sep/Star%20Search%202016.html)

### Reports/Newsletters

* [IEEE Orlando Section Monthly - September 2016: HTML](http://www.ewh.ieee.org/r3/orlando/2016/Sep/index.html) - [PDF](http://www.ewh.ieee.org/r3/orlando/2016/Sep/IEEE_Orlando_Section_Monthly_Sep_2016.pdf)
* [IEEE Membership Development Report - June 2016](http://ewh.ieee.org/r3/orlando/2016/Aug/MD%20Monthly%20-%20June%202016.pdf)
* [IEEE Region 3 Newsletter](http://www.ewh.ieee.org/reg/3/)

### Other IEEE News/Events

* [Refer a Colleague, Get Great Merchandise](http://ieee.fluidsurveys.com/s/ieee-usa/)
* [IEEE Collabratec](http://ieee-collabratec.ieee.org/)
* [IEEE Member Discounts](http://www.ieee.org/discounts)
* [IEEE Member Benefits Bulletin](http://www.ieee.org/ns/mganet/mbb/0416_Benefits_Bulletin_R1-7.html)
* [SOCIETY SENTINEL](http://newsletters.ieee.org/volunteers/sentinel/)
* [The Institute Online](http://newsmanager.commpartners.com/ieeei/issues/2016-04-26-email.html)
* [IEEE USA Today's Engineer](http://www.todaysengineer.org/)
* [IEEE TA Spotlight](http://newsletters.ieee.org/society/MbrNltr)
* [Latest IEEE-USA E-Books’ Free Offerings to Members](http://shop.ieeeusa.org/usashop/product/views/76382)
* [IEEE MGA SCOOP NEWSLETTER](http://www.ieee.org/societies_communities/geo_activities/mga_news.html)
* [IEEE HISTORY CENTER NEWSLETTER](http://www.ieee.org/about/history_center/newsletter/ieee_history_center_newsletter_93.pdf)

### IEEE Orlando Section Executive Committee Meeting

**Date:** Tuesday, September 13th 2016

**Time:** 6:30 pm - 7:00 pm: Social and Dinner; 7:00 - 8:00 pm: Executive Committee Meeting

**Place:** UCF, Harris Engineering Corporation (HEC) building, Room 101-A near Park in garage C, the first building you see is HEC.

**Parking:** Parking: Visitor Parking fee is $3.00 after 5:30 PM. [click here for Direction to the Campus](http://www.ewh.ieee.org/r3/orlando/2016/Sep/UCF-Campus-Map.pdf)

**Cost:** Meeting attendance is free to all IEEE members and Non-IEEE members.

**RSVP:** Ravi Rajaravivarma, ravi.shrees@gmail.com, tel. 860-967-4845.

**Website:** [www.ieee.org/orlando](http://ewh.ieee.org/r3/orlando)

A non-profit organization, IEEE is the world's largest professional association for the advancement of technology.

### IEEE Orlando Section Call For Nominations

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**Nominating Committee:**

Scott Clary (scott.a.clary@lmco.com)

Joe Jusai (joe@juisai.name)

Mike Orlovsky (mcorlovsky@ieee.org)