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**Orlando Section**

**Executive Committee Meeting**

**January 10, 2017**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EXCOM Meeting Places and Dates for 2017 | | | | | | | | | | | | |
| Date | JAN  10 | FEB  21 | MAR 21 | APR 18 | MAY 16 | JUN 20 | JUL  ---- | AUG 15 | SEP  19 | OCT 17 | NOV 14 | DEC 19 |
| Place | DeVry | UCF | TBD | TBD | TBD | TBD | \* | TBD | TBD | TBD | TBD | TBD |

\*No meeting is set for July

**Chair Call Meeting to Order: 1907 Hours**

**ExCom Member Attendees:** Ravi Rajaravivarma, Lynn Guthrie, Genevieve Sapijaszko, Joe Juisai, Chris Nergard, Donghui, Scott Clary, Joseph Lias

**Location:** 7352 Greenbriar Pkwy, Orlando, FL 32819.

**Proxy Notifications**: Jorge Medina presented proxies to the Chair.

**Quorum** was tallied and achieved.

**Meeting Agenda**

Welcome - Chair vrajaravivarma@valenciacollege.edu Ravi Rajaravivarma

* The next meeting will be held February 21, 2017 Tuesday @ 6:00 PM at UCF, Harris Engineering Corporation (HEC) builsing, Room 101, near Park in garage C. This is a joint meeting that will include a presentation by Roger Fujii, IEEE Computer Society President for 2016 and ExCom meeting. The presentation will highlight the IEEE New Initiative Program and provide details on the following activities that the IEEE Computer Society is currently promoting:
  + Smart Grid
  + Rebooting Computing
  + Autonomous Driving Vehicle Technology
  + 5G
  + Cloud Computing
  + Social Implications of New Technology (Ethics)
* Acknowledged proxy notifications.
* Attendee introductions.
* There should be a 5th member of the executive committee with the position of chapter chair. Joe Lias has volunteered to take this position. This is an appointed position that is it is not elected. Joe Lias was appointed as chapter chair by Ravi Rajaravivarma.
* Ravi proposed that we have more scholarships with more applicants. This year we could create a three people awards committee that will go through the process of deciding the rules for the awards. This committee will establish the start and the stop dates for accepting nominations. This committee is to simplify the process to attract more students for the award. We will re-visit the issue at the next meeting.

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

* Lynn will reserve the time and date for the picnic by the next meeting.

Secretary – Minutes Review gsapijaszko@ieee.org Genevieve Sapijaszko

* **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.
* Genevieve Sapijaszko has accepted the interim section chapter chair of CSP.
* December meeting minutes were reviewed, discussed and unanimously approved with necessary changes. Joe Juisai made the motion and Scott Clary 2nd
* Date for awards night has not been set. But October 21, 2017 (3rd Saturday of the month of October) would be a possible date and should not conflict with the IEEExtreme Programming competition which generally runs on the 4th Saturday of October.
* SouthEastcon – Each attending students must be IEEE members, the names need to be submitted to the treasurer as well as the student’s IEEE numbers.
* Motion to accept the meeting notes as amended. Joe accepted the motion and Scott Clary 2nd it. With unanimous consent.

Financial Treasurer cnergard@ieee.org Chris Nergard

* Chris presented the 2017 Budget Summary & 2016 Actuals
* Motion to accept the 2017 budget was made by Joe Josai and Scott Clary 2nd it with unanimous consent.

**January** **Financial Report:**

|  |  |  |
| --- | --- | --- |
| IEEE CBRS Checking and Savings Account | |  |
| IEEE CBRS Checking Account |  |  |
| Opening Balance | Jan.1, 2017 | $12,756.49 |
| Interest Income | Jan. 2017 | $3.50 |
| Deposits | Jan. 2017 | $0 |
| Checks Paid Out | Jan. 2017 | $722.10 |
| Credit Card Transactions | Jan. 2017 | $9.35 |
| IEEE Transfer |  | $0.00 |
| Closing Balance | Jan. 31, 2017 | $12,028.54 |
| Long Term Savings | Jan. 31, 2017 | $ 131,739.90 |

**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**

**No update reported.**

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

**No update reported.**

**CSP** (Communications/Signal Processing) **Genevieve Sapijaszko**

**No update reported.**

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

**No update reported.**

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

**No update reported.**

**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**

**No update reported.**

**Devry Students TBA**

**No update reported.**

**UCF Students Akash Jinandra**

**No update reported.**

**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**

**No update reported.**

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

Website communications update: <http://www.ewh.ieee.org/r3/orlando/2016/Nov/index.html>

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

**OLD/NEW BUSINESS**

**OLD BUSINESS:**

* Martin Galassini is the judging coordinator for OSC Kinetic Challenge and Science Challenge. He is soliciting local IEEE member for judging these events. Kinetic Challenge will be held 2/18/17 at the Orlando Science Center from 8 am till noon. The students will be junior 5th and 6th grades and seniors 7th and 8th grades. Cash awards are presented to the winners in each category and best in fair cash award for college expenses. I need names and e-mail address for potential judges. Additional info can be provided upon request. [martin8367@aol.com](mailto:martin8367@aol.com)
* Gwen Hearn [gwen@discovere.org](mailto:gwen@discovere.org), the Outreach Coordinator for DiscoverE, is working with the engineer volunteers from the different engineering societies and disciplines to match them with museums in their area to support the upcoming film about engineering, Dream Big, and its educational outreach efforts. We work very closely with IEEE in matching engineers and engineering professionals to the Orlando Science Center to tap into resources not only from IEEE but also other engineering societies and disciplines. We’ve been in contact with the science center and they are excited about Dream Big and are ready to start engaging with the local engineering community. You can learn more about the outreach around the Dream Big and watch the trailer on our website <http://discovere.org/dreambig>
* SoutheastCon 2017 is in Charlotte, NC, March 30 – April 2.

**NEW BUSINESS:**

**Joe Jusai:**

* Power Energy, Industry Application, Power electronics (PES/IAS/PELS) is currently an organization that works outside of the IEEE. If they relate themselves to IEEE they need to comply with the rules of IEEE. The PES organization needs to join the IEEE Orlando section. Joe Joe Jusai will call the leaders (Simon Echeverry) of this organization and see how we can connect them to the Orlando IEEE branch.
* Section Congress 2017 is in Sydney, Australia, at the International Convention Centre, from 11 to 13 August 2017. Section Chair (Ravi Rajaravivarma) will attend as section delegate. IEEE MGA will pay for most of expense (possibly all expense). Please plan accordingly, register and make flight reservation by end of March. More information will come from Region 3 Section Congress Coordinator.
* Proposal to have the IEEE Orlando section sponsor another executive committee member to go to the section congress 2017 in Sydney, Australia. It will be talked about further in the next meeting.
* SoutheastCon2020 is requesting for proposal by SoutheastCon 2017. Joe recommends Orlando to put in a proposal. We already did quite a lot work for 2017, we can re-start with less effort. Does the Orlando section want to do the 2020 SouthEastCon, do we want to send out a proposal. We need to talk to Donghui Wu who has experience with this conference. It is important to note that whatever surplus comes from the budget, it is split two ways between the section and the regional. Joe will talk to Donghui in 2 weeks to see if he wants to start the bidding for 2020.
* February 20th, Northup Groman office, chair is Roger Fuji, computer Science society, will speak. Maybe we will setup the computer society to work with Roger. Computer society sponsor the technical talk, each society needs to have 2 technical talk per year to remain active.
* The senior membership will be done in the September time frame, Joe will look into making Simon Obeid a senior IEEE member.

**Warren:**

* Warren has accepted to start the process of being the section chair of the Computer Engineering society. An announcement will be done at the Excomm.

**Lynn:**

* Summer picnic reservations has been made at Blanchard Park Trail for April 22, 2017 at Pavillion 2. It can hold 60 people. Still need to choose the caterer, choices can be Bubba Lous or 4Rivers BBQ.

**Chair Call Meeting Adjourned: 2100 Hours**

**Attendee Addendum**

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| --- | --- | --- | --- | --- |
|  | ***First*** | ***Last*** | ***Affiliation*** | ***Email Address*** |
| **Chair** | Ravi | Rajaravivarma | IEEE Member | [vrajaravivarma@valenciacollege.edu](mailto:vrajaravivarma@valenciacollege.edu) |
| **Vice Chair** | Lynn | Guthrie | IEEE Member | [lynguthre@ieee.org](mailto:lynguthre@ieee.org) |
| **Secretary** | Genevieve | Sapijaszko | IEEE member | [gsapijaszko@devry.edu](mailto:gsapijaszko@devry.edu) |
| **Treasurer** | Chris | Nergard | IEEE Member | [cnergard@ieee.org](mailto:cnergard@ieee.org) |
| **\*** | Scott | Clary | IEEE Member | [Scott.a.clary@lmco.com](mailto:Scott.a.clary@lmco.com) |
| **\*** | Joe | Juisai | IEEE Member | [Joe.Juisai@ieee.org](mailto:Joe.Juisai@ieee.org) |
| **\*** | Joseph | Lias | IEEE Member | [JLias@ThorntonandLias.com](mailto:JLias@ThorntonandLias.com) |
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|  | Edgardo | Torres Reyes | Non-IEEE Member | [gardo03@gmail.com](mailto:gardo03@gmail.com) |
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\*Regular attendee