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**Orlando Section**

**Executive Committee Meeting**

**May 16, 2017**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EXCOM Meeting Places and Dates for 2017 | | | | | | | | | | | | |
| Date | JAN  10 | FEB  21 | MAR  21 | APR 22 | MAY 16 | JUN 20 | JUL  ---- | AUG 29 | SEP  19 | OCT 17 | NOV 14 | DEC 19 |
| Place | DeVry | UCF | Valencia | \*Park | DeVry | DeVry | \*\* | Valencia | UCF | TBD | TBD | TBD |

\*Picnic – Jay Blanchard Park: 10501 J Blanchard Trail, Orlando, FL 32817

\*\*No meeting is set for July

**Chair Call Meeting to Order: 1902 Hours**

**ExCom Member Attendees:** Ravi Rajaravivarma, Genevieve Sapijaszko, Chris Nergard. Deb Hall

**Location:** DeVry University, 7352 Greenbriar Pkwy, Orlando, FL 32819

**Proxy Notifications**: Warren Macchi, Joe Jusai, Scott Clary , Donghui Wu , Joseph Lias, Jorge Medina, Lynn Guthrie 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 August 29, 2017 Tuesday @ 6:00 PM at Valencia College, 1800 S Kirkman Rd, Orlando, FL 32811
* Acknowledged proxy notifications.
* Attendee introductions.
* In terms of the scholarships and awards that the Orlando section give out every year we need to consider to giving out more awards that total $5000.00 rather than have just 5 awards that totals $5000.00. This way more students would benefit from these awards. In terms of requirements for the scholarships, we could have the students do the unofficial transcript as part of the online process.
* Lynn, the vice chair, is looking for a replacement for his position. He is officially resigning as the vice-chair. Deb Hall has been officially voted in as the new vice-chair.

Vice Chair – Current Affairs dhall@valenciacollege.edu Deb Hall

* Guest speaker has been chosen for the awards ceremony and the date has not been changed. Chris will set up the food from Toojays. The place will be in the Valencia room from last year. It will be in the special events center. Last year it cost 250 dollars. The room will be booked from 6-10pm. We will look at the flyer from last year and use the same content. She will set up the flyer by next meeting (August).
* California trip: WIE international leadership conference. 1500+ women there, with women from all over the world. Networking opportunities, listened to motivational speakers and looked at different ways to engage students. How to increase the number of females in the STEM program. The value of hard work and have a growth mindset and look at failures as opportunities. The idea of leading with the idea on how we could better the world. This conference was just the right size and the presentation were phenomenal. Sustainability and think green is top on the minds of people around the world. Valencia is trying to get folks to have a degree that focuses on the environment. Energy Management and controls technology degree. Quote from Michelangelo: If people knew how hard I had to work to gain my mastery, it would not seem so wonderful at all. The greater danger for most of us lies not in setting our aim too high and falling short; but in setting our aim too low, and achieving our mark

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.
* May meeting minutes were reviewed, discussed and unanimously approved. Scott Clary set the motion to accept and Chris Nergard second the motion with unanimous consent.
* Date for awards night has been set for October 21, 2017 (3rd Saturday of the month of October) which does not conflict with the IEEExtreme Programming competition which generally runs on the 4th Saturday of October.

Financial Treasurer cnergard@ieee.org Chris Nergard

* Financial report for April were read.

**July** **Financial Report:**

|  |  |  |
| --- | --- | --- |
| **IEEE CBRS Checking and Savings Account** | |  |
| IEEE CBRS Checking Account |  |  |
| Opening Balance | June.1, 2017 | $24,572.93 |
| Interest Income | June. 2017 | $10.74 |
| Deposits | June. 2017 | $0.00 |
| Checks Paid Out | June. 2017 | $286.69 |
| Credit Card Transactions | June. 2017 | $0.00 |
| IEEE Transfer | June. 2017 | $0.00 |
| **Closing Balance** | June. 31, 2017 | $24,296.98 |
| **Long Term Savings** | May. 30, 2017 | $128,726.58 |

**CHAPTER REPORTS**

**Chapter Chair Joseph Lias**

**No update reported.**

**Membership Development Chair Joe Jusai**

**Current looking at new members with more than 10 years’ experience. He will email you with a request to become an IEEE member. It is known that those that become an IEEE senior member will stay with the organization. If you become an IEEE member you can get a $25 voucher towards a society membership.**

**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) **Warren Macchi**

**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 Marcelo Abrantes**

**No update reported.**

**Devry Students Neal Williams**

**No update reported.**

**UCF Students Danny …**

**The group setup a Matlab and an Arduino workshop. In preparation for SouthEastCon next year, they will setup a competition for just UCF and have the winner go to the SouthEastCon 2018.**

**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** **-**

**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) **Sydney Munro**

**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:**

* 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.
* 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.

**NEW BUSINESS:**

**Scott Clary** - Last year a committee is chosen to look over the scholarships that were handed in. Was part of the high school science fair? Goes every year and he is impressed by the quality of the projects. In terms of the young ladies in STEM, this year in particular there was an equal number of ladies and young men and the quality was the same. Many of the young ladies had a parent that were Engineers. Was impressed, gives him hope for the future! Scott Clary will serve as the nominating committee chair and will begin the process of identifying nominees for the executive committee officers.

**Chair Call Meeting Adjourned: 2011 Hours**

**Attendee Addendum**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | ***First*** | ***Last*** | ***Affiliation*** | ***Email Address*** |
| **Chair** | Ravi | Rajaravivarma | IEEE Member | [vrajaravivarma@valenciacollege.edu](mailto:vrajaravivarma@valenciacollege.edu) |
| **Vice-Chair** | Deb | Hall | IEEE Member | [dhall@valenciacollege.edu](mailto:dhall@valenciacollege.edu) |
| **Proxy** | 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) |
| **Proxy** | Donghui | Wu | IEEE Member | [Donghui.wu@ieee.org](mailto:Donghui.wu@ieee.org) |
| **\*** | Warren | Macchi | IEEE Member | wmacchi@abamis.com |
| **\*** | Scott | Clary | IEEE Member | [Scott.a.clary@lmco.com](mailto:Scott.a.clary@lmco.com) |
| **Proxy** | Joe | Juisai | IEEE Member | [Joe.Juisai@ieee.org](mailto:Joe.Juisai@ieee.org) |
| **Proxy** | Joseph | Lias | IEEE Member | [JLias@ThorntonandLias.com](mailto:JLias@ThorntonandLias.com) |
| **Proxy** | Jorge | Medina | IEEE Member | Jmedina29@cfl.rr.com |

\*Regular attendee