

IEEE OC Section R60027
11-Feb-2016 ExCom Meeting Minutes

LOCATION: 41 Tesla, Irvine, CA 92618 (NW EMC building)
TIME: 6:00pm – 6:30pm (Network & Pizza); 6:30-8:30pm ExCom Meeting
WebEx: Call in: 866-203-0920; Access Code: 871 803 0296;
Meeting No: 590 193 855

<https://ieeemeetings.webex.com/ieeemeetings/j.php?MTID=m9e207ce01ae47f85b7ac1cd58d794ad3>

Prepared By: Raja Khabbaz, OCS Secretary, email: raja.khabbaz.us@ieee.org

Attendees:

Name	Position	Name	Position
Gora Datta	OCS Chair	Brian Hagerty	R6 Ed Chair
Arti Roth	OCS Treasurer	Wesley Masenten	OCEN
James Grise	OCS Vice Chair	Shirley Tseng	OCCN
Raja Khabbaz	OCS Secretary	Harshad Parmar	Guest
Noah Flaum	OCEC VP	Brandon Young	Cyber Security SIG
Lan Nguyen	Com SIG	Arie Shen	Guest
John Collins	EMBS	Irving Hvang	Young Professionals
A. Winsor Brown	OCCS	Paul Herrick	PSES
Roger Wilson	PES-IAS	Colleen Neugebauer	Game SIG
Homi Ahmadi	PSES		

- 1.0 Welcome and Introduction presented by Gora. Gora gave a Power Point presentation, introduced the new executive team, and an overview of IEEE and his vision.
- 2.0 Presentation and adoption of the present Agenda. Moved: John Collins, Seconded: James Grise.
- 3.0 Approval of 10 Dec 2015 Meeting Minutes, as emailed to ExCom officers on January 11, 2016. Moved: Noah Flaum, Seconded: Winsor Brown.
- 4.0 2016 Outlook presented by Raja Khabbaz, Secretary.
 - 4.1 The 3 major events: Imaginology-MiniMAKEathon (4/15-4/17), BBQ will be towards the summer, and the Award Dinner & Gala held in the winter time. Kumar is the event coordinator for the MiniMAKEathon. Kumar also was last year's event coordinator for the BBQ. To his credit, turn out was excellent and the event was under budget. We will look to his leadership and hope he champions this year's BBQ.
 - 4.2 Filling Open Positions. We have 4 key positions that need to be filled.
 - Chair for Stem – Kumar Ramajayam.
 - Chair for Corporate Liaison – Arie Shen has volunteered
 - Chair of Membership Development – Still Open

- Student Chapter Representative – Still Open. Gora suggested asking Johnathan from CSUF to fill this role. He was active last year and showed interest in building this relationship.

5.0 2016 Budget Discussion – by Arti Richard, Treasurer

- 5.1 2016 Section Rebate: Submission of 2015 paper work by Chapters – DEADLINE Feb 19th for additional bonus funding. March 15th is the DEADLINE for financial reporting into NetSuite. Also L31's (Meeting Minutes) need to be reported as well.
- 5.2 To date (2/11) the following have not reported: OCCN (Consultants' Network), MTT/ED, EMC, PSES, GameSIG, COMSIG (Communication Society/Signal Processing Society), CPMT, AESS, CES.
- 5.3 Roger Wilson asked to verify that PES-IAS has submitted. Arti verified that PES-IAS submitted.
- 5.4 Arti will present the budget at March's meeting.
- 5.5 Below are Financial reporting information that was on the agenda and presented to assist those who are looking for more information:

All Section officers and Chapter/Affinity Group chairs will be contacted with a reminder that the following annual reports are required to be eligible for a rebate:

Meeting Activity

http://www.ieee.org/societies_communities/geo_activities/required_reporting/meeting_form.html

Current Officers

http://www.ieee.org/societies_communities/geo_activities/required_reporting/officer_forms.html

Financial Reporting:

http://www.ieee.org/societies_communities/geo_activities/required_reporting/financial_reporting.html

Geographic unit treasurers are responsible for recording the financial activity of their unit and any sub-units (Subsections, Chapters, and/or Affinity Groups) using NetSuite;

Original year-end bank statements and investment-account statements (not IEEE Concentration Banking and Investment Accounts) must be provided. Please upload copies of those documents via the MGA Compliance Reporting web page.

<https://mgacompliancereporting.ieee.org/>

Financial activity should be accurately entered into NetSuite as soon as possible, but no later than 15 March 2016. All other required reporting should also be completed by 15 March 2016.

should be submitted to IEEE no later than 19 February 2016. This includes meeting and officer reporting, completing your financials in NetSuite, and submitting a year-end bank statement (not IEEE Concentration Banking and Investment Accounts).

Additional information on Annual Reporting

http://www.ieee.org/societies_communities/geo_activities/required_reporting/DF_IEE_E_MIG_MCT_64757

and the 2016 Rebate Schedule

http://www.ieee.org/societies_communities/geo_activities/required_reporting/rebate_schedule.html are available.

6.0 2016 OCS STEM Chair Report – presented by Kumar Ramajayam

6.1 Kumar discussed the upcoming MiniMAKEathon. An event for Pre-K to Grade 12 students to make, hack, or develop anything they can conceive of. Will take place at the OC Fair Grounds on 4/15-4/17. IEEE partnered with Vital Link to be a sponsor. Food (breakfast and lunch), space, T-Shirts, USB drives are provided. Projects include technology with navigation, sensors, robots, and life hacks. More information at www.minimakeathon.org

- This event still needs funding and is looking to raise \$20k.

6.2 IEEE would like to do 2-3 STEM events. This year would like to increase junior high school participation. With that said, Kumar would like to have one of the 3 STEM events this year be a miniMAKEathon for junior high schoolers. The other STEM event Kumar would like to do is the summer BBQ. Last year's summer BBQ was well attended and very successful.

6.3 James Grise, Vice Chair and past OCCS Treasurer, elaborated on Game Sig pilot program with Students (Game Competition). May 7th at UCI's Cove will be another Game Competition. Approximately 30 teams. Intel, Microsoft, and Blind Scowl were sponsors.

6.4 Shirley Tseng informed the group that NASA will be hosting a STEM type event in April.

7.0 2016 Region 6 Awards

7.1 Website Changes include adding "Awards" Tab to the website.

7.2 An Awards Chair / Champion is needed. Please see if you have anyone who would like to volunteer.

8.0 2016 Regional (Region 4, 5, 6) OpCom Meeting Report (Las Vegas Jan 29-31, 2016) – presented by Brian Hagerty, Region 6 Educational Chair

8.1 Brian presented a Power Point Presentation on the direction of IEEE's educational intuitive.

9.0 E-Lynx will be launched. Nick is moving to OC and will be part of this Section. He will be leading the E-Lynx development.

10.0 Cyber Security Sig's Brandon Young presented an overview of what they have been doing.

10.1 Cyber Security Sig – meets every 4th Wed.

10.2 Using MeetUP to market events and meetings. Good turn out.

10.3 Next meeting (2/24), Dr. Ron Pike of Cal Poly will be presenting. Mark Wich presented in January's meeting on protecting your home environment from hackers.

11.0 New Initiatives

11.1 "e-Lynx" Launch

11.2 CyberSecurity SIG

11.3 CLP: Corporate Liaison Program

12.0 IEEE Events

12.1 Future Leaders Forum - <http://futureleaders.ieeeusa.org/>

- PACE requesting financial help/contribution from Section.
- James presented more detail on this event. Will be held on July 28-30.

12.2 SusTech 2016 Conf is also scheduled for this year - <http://sites.ieee.org/sustech/>

12.3 Global Humanitarian Tech Conf is also schedule for this year - <http://sites.ieee.org/ghtc/>

13.0 Chapter/SIG/Affinity Group Reports.

13.1 EMBS – John Collins represented the group. They send out meeting invites 2 weeks before each meeting. EMBS will be next months ExCom chapter focus.

13.2 PES/IAS – Roger Wilson represented the group. They meet every 3rd Thursday.

13.3 Game SIG – Colleen Neugebauer represented the group. They will be meeting in April.

13.4 PSES - Homi Ahmadi and Paul Herrick represented the group. They meet every 4th Tuesday.

13.5 ComSIG - Lan Nguyen represented the group. They currently do not have monthly meetings.

13.6 OCCN – Shirley Tseng represented the group. They meet every 4th Saturday at Devry in Pomona.

13.7 Young Professionals- Irving Hvang represented the group.

13.8 OCCS – Winsor Brown represented the group. They meet every 4th Monday for presentations. Every 2nd Monday the steering committee meets.

14.0 Adjournment moved by John Collins, and seconded by Brian Hagerty.

Next meeting: Thursday, March 10, 2016 at 6:00PM PT.

For Questions and/or Corrections please contact me at:

Raja Khabbaz, OCS Secretary | cell: 949.945.4960 | email: raja.khabbaz.us@ieee.org