

Minutes
IEEE Region 2 Spring 2013 Meeting
Morgantown, WV
20-21 April 2013

1. Opening Remarks & Introductions- Parviz Famouri called the meeting to order at 1230, the attendees introduced themselves, where they are from, their IEEE position and affiliation, their daytime job and their goals for 2013. A total of 56 attended including IEEE staff and candidates for President Elect IEEE-USA.
2. Approval of [appointments](#) –Jeff Friedhoffer presented the appointments to the committee, which were approved.
3. Approval of minutes of Feb. 12, 2012 meeting – The [Minutes](#) were approved
4. Director Report – Parviz Famouri gave the [presentation](#). There are now more total members outside of the US, than within the US. If student members are not counted there are still more members in the US. With the international growth of the organization, languages for publication are becoming an issue. He discussed the problem with the declining membership in the US and especially in Region 2. We have to recruit by asking people to join, and we have to reduce attrition. His goals are to make Region 2 the most vibrant region in the IEEE. He will concentrate on having Area chairs work with their Sections. A question was asked about Region 2 holding a Conference. Parviz responded that the only conference he is supporting at the Region 2 level is the Student conference. A question was asked about languages which can be used to be included in the ieeexplore. Publications can be in any language, but there has to be an English abstract.
5. Past Director Report – Parviz gave the [presentation](#) for Ralph Ford who could not attend the meeting. A question was asked about why we are losing members. There is no good answer for this.
6. Director Elect Report – Tim Kurzweg gave the [presentation](#). He thanked the presenters from the morning training session. He is on the MGA Ad Hoc group to that is developing a “Smart Tech Workshop in a Box.” His personal goals include, integrating IEEE-HKN into the region, develop the philosophy of EPICS into the region, improved engagement of members and attracting and retaining more students in the IEEE. A question was asked about how many student

members are there in departments at Drexel other than EE, for example how many are from Information Systems or Computer Science.

7. Treasurers Report –Gerry Christman gave the presentation. Details will be provided on request to Gerry. He requested that chairs check their PACE disbursements and reimbursements from the region to insure that they are getting what they are expecting. There was a discussion about the proposed budget which is showing a deficit, requiring dipping into the reserve. The deficit is driven by the 2014 Sections Congress which is being held in Amsterdam, Netherlands and the cost of the SAC conference.
8. Region 2 By-laws – Marc Apter gave the [presentation](#). The bylaws are being revised to be consistent with the current MGA operations manual. The list of committee members, both voting and non-voting are covered in the presentation. The number of voting members for a quorum was covered, this will be important next year when nominations are made for Director Elect.
9. Membership development – Bob Brooks gave the [first presentation](#). He discussed membership statistics, the “Member get a Member” program which will actually give a member cash that is credited against their membership dues. Advancement to senior member was discussed; he suggested holding a special event. He also discussed that retention at the section level is very important. Adrian Hahn gave the [second presentation](#). She asked how many of those present received a list of new members on a periodic basis, one person said he got an email, when he clicked on the url, nothing came up. This list is supposed to make it easy to contact the new members without going into SAMIEEE. She will check into the issue with non-delivery of these reports. Adrienne is one of two staff members dedicated to Member Market Development. Mark Sofa made a motion to “Ask MGA to make available and publish a membership survey including statistics and reasons for declining membership in Region 2.” The motion was passed; Parviz will bring this up at the next MGA meeting. Gerry found two links to a global survey aimed at addressing the same question at a global level. [Link 1](#), [Link 2](#)
10. Area Report East – [Presented](#) by Robert Lawson.
11. Area Report West – [Presented](#) by Bob Walston. He said that in discussions with the sections that their challenges are: 1. lack of volunteers, 2. getting younger members to become volunteers, and 3. getting someone to step up as chair. He

planned an Area meeting for the fall of 2012, which had to be cancelled. He plans to hold an area meeting in September 2013.

12. Area Report South – [Presented](#) by Carole Carey, she held an area meeting on 20 October 2012 with good representation from the 3 sections. Challenges include 1. attrition, 2. the need for new volunteers, 3. more collaboration among the sections.
13. Area Report Central – [Presented](#) by Joe Kalasky, held the first area meeting in region 2.
14. IEEE-USA President-Elect Candidates Presentations – [Jim Jefferies](#) gave the first presentation. [Peter Eckstein](#) gave the second presentation.
15. Sections Congress 2014 – Parviz said that there will not be a region 2 meeting in conjunction with the Sections congress being held in Amsterdam, Netherlands. This is due to the expense of sending the committee to Amsterdam and the extra time that would be required by attendees at the meeting. Joe Kalasky gave the [presentation](#). As noted above, there is an issue with the number of people who can be funded for the congress. All the sections chairs will be fully funded. Only a few members of the region committee will be funded. Others might get partial funding for the trip. Sections can fund others of their members to attend. Parviz requested that the Area Chairs meet with their section chairs to address this issue in September. In October there will be an excom meeting to determine the number of committee members that will be funded for the Section Congress. In November or December he will hold a telcon with the committee and the sections to finalize the decision. A question was asked about fund raising to support this travel, the answer was it was fine however keep in mind that we are going to the same sources of funds, (ie Industry) to support other IEEE related activities. The Section congress will run Friday – Sunday.
16. Awards report – Anna Romaniuk gave the [presentation](#). Marc Apter suggested that sections consider nominating a company or individual that is providing something of value to your section for the “Friend of the IEEE” award. Examples of where this award would be appropriate would be a school or museum providing space for IEEE meetings, a restaurant regularly used by the IEEE that provides special service, a company that provides funds or space. This is an easy award to apply for; turn-around time is on the order of a few weeks. An action item from Parviz, the sections should put awards onto their agenda and brainstorm for who to nominate for awards.

17. Region Vitality – [Presented](#) by Murty Polavarapu. He asked the attendees, What does vitality mean to the sections, some of the responses were, a wide range of activities, keeping a section alive and vibrant, a section that has events that are more than just the excom meeting and has the same volunteers, a section has lots of people attending meetings, the section has increasing membership, and when the rest of the community knows of the IEEE and what it does and what it stands for. The focus of vitality is on providing a positive member experience at the local level. A survey was done; and one of the interesting points was that 29% of the members who were not involved in activities saying that they were never asked to get involved. Tim suggested that we should contact members and ask them to participate in activities such as technical meetings, thereby engaging that 29%. Parviz requested that suggestions for ideas on how to improve our outreach to members be sent to Murty. Murty will be looking at the vitality status of each section; he is an enabler, look to him for advice and suggestions.
18. Budget approval – Gerry Christman led the discussion, the income part of the budget will be modified to reflect anticipated income and include dipping into the reserve to show a balanced budget. The budget as amended was approved. Gerry will provide us with the updated budget as was discussed.
19. Student Activities/Conference – Jim Watson gave a [presentation](#) about SPACs. SPACs are a laboratory for the students to develop/learn non-technical skills. He also had a [handout](#) on SPACs and S-PAVS. John Golzy and Mikey McLaughlin gave a [presentation](#) about the Student conference held concurrently with this meeting and a SAC meeting they attended in March. At the March meeting ideas were exchanged on how to better engage students. The Morgantown SAC had 183 students attending; there was a \$20 charge per student this year which may have resulted in a drop in numbers from the high of 283 at Penn State Erie in 2011. John suggested that fund raising for the SAC should start earlier in the year. A total number of 25 schools participated in SAC. The 2014 SAC will be at Rowan University in Glassboro, NJ on April 5. Tentatively the 2015 SAC will be held at Lafayette University and the 2016 held at Cleveland State University. SAC needs more information about its events on the region website. John requested that the student papers be published on the website. Jeff said that this could easily be done. He will put pointers to the SAC website to make access easier. Mikey or John will get someone to develop this web page.

20. GOLD - Richard Ravenell gave the [presentation](#). Parviz gave an action for Richard to work with John Golzy and Mikey McLaughlin on integrating SAC and GOLD activities. John Golzy would like to have a training meeting for the SAC chairs in each of the Areas.
21. SAMIEEE – Ralph Sprang gave the [presentation](#). Ralph offered to do SAMIEEE data pulls if people cannot are having problems. He also offered to do pulls for sections, which they cannot do themselves due to being restricted to pulling data for only their section. He is going to put together a tutorial on using SAMIEEE. Jeff discussed using SAMIEEE for targeted pulls for engaging members in STEM activities at their local schools.
22. Employment & Career Activities – [Presented](#) by Holly Cyrus. Statistically IEEE members stay unemployed for a shorter time than non-member engineers. The employment survey has been recently released and is available to members by [clicking here](#).
23. WIE – Kate Duncan gave the first [presentation](#). Funding is available for special events held by existing WIE group (up to \$300) and up to \$200 to defray startup costs of a new group. Kate is planning to work with the sections to help them organize new WIE groups. Kate McDevitt gave a short [presentation](#) about WIE at the IEEE-USA level.
24. Industry Relations – [Presented](#) by Joe Cioletti. He discussed his recent experience in moving from the Nuclear industry to the transportation industry. The nuclear industry has been hit with Fukushima and cheap natural gas and is downsizing. He also provided a short [write-up](#).
25. Chapter Coordination – Mike Cardinale gave a verbal [presentation](#), no slides at meeting, it was provided later. He talked about what this position might do. Parviz discussed the region 2 [ROMP](#) effort which has five interesting speakers identified. The region will pay for the speakers transportation costs, with the section picking up meals and lodging. Last year there were only two ROMP events. If it is not used in 2013, it will be terminated.
26. Continuing Education – Doug Tipton had a [presentation](#), but did not present due to time constraints.
27. Discussions & Action Items – Area meetings are to be held in early fall. There will be an Excom meeting after the area meeting and there will be a telcon in Nov,

Dec with the section chairs and committee. The 2014 meeting will be in February in order to meet the schedule for nominating the next director-elect. It will probably be in Atlantic City.

28. A question was asked about updating Section bylaws. Bylaws are only needed if there are unique things being done by the section that are not covered in the MGA manual of operations. Marc Apter suggested that a simple thing that the section could do as a bylaw addendum is to define their boundaries, IEEE does it by zip code, but sections do it by county.

29. Action Items:

- a. Richard Parnell to work with John Golzy and Mikey McLaughlin on integrating SAC and GOLD activities.
- b. Sections should put awards on their agenda and brainstorm whom to nominate for awards.
- c. Parviz is going to act on the motion "Ask MGA to make available and publish a membership survey including statistics and reasons for declining membership in Region 2." By bringing it up at the next MGA meeting.
- d. Tim and Gerry will work on getting a Netsuite training webinar.

30. The meeting adjourned at 1205