



**AESS Fall 2015 BoG Meeting  
Rome Park Marriott  
Rome, Italy  
25 - 26 September 2015**

Attendees: Bob Lyons, Teresa Pace, Hugh Griffiths, Marina Ruggieri, Maria S. Greco, Bob Rassa, Iram Weinstein, Giuseppe Fabrizio, Ron Ogan, Alfonso Farina, George Schmidt, Walter Downing, Dale Blair, Wolfgang Koch, Kathleen Kramer, Leo Lighthart, Roger Oliva, Erik Blasch, Rob Ewing, Jim Howard, Bill Walsh, Peter Willett, Jose Bolanos, Mark Davis, Vince Socci, Cosimo Stallo, Michael Cardinale

Non-voting members: Ryan Paterson, Scott Sprindis, Judy Scharmann

Bob Lyons called the meeting to order at 8:05 am.

**Adoption of the agenda**

**MOTION:** Ron Ogan moved to adopt the agenda. Teresa Pace 2nd. Motion passed. MO-0184

**President and Exec. VP Message to the BoG**

Bob Lyons and Teresa Pace addressed the board with some opening comments.

**Approval of the Minutes**

**MOTION:** Marina Ruggieri moved to approve the Spring 2015 Board of Governors minutes as written. Bob Rassa 2nd. Motion passed. MO-0185

Marina Ruggieri discussed that our Division has money to spend on a project. Maria Greco is working with Marina on a video. We will discuss tomorrow at length.

Leo mentioned that we are seeking funding for the Chapter Summit. This is deferred to New Business.

**Technical Operations - Walt Downing**

Walt reviewed the active Technical Panels. Each update will be posted on the AESS website. There was discussion about the lack of AESS members that are members of our Technical Panels.

Marina Ruggieri, on behalf of the Space Panel, is seeking ideas from the BoG to present at an upcoming conference to catch their contribution inside AESS to get papers (special issue in the magazine), a workshop, or video tutorials.

**ACTION ITEM:** Erik Blasch - Send Cosimo Stallo several lists of people to capture them for involvement in the Space Panel. AI-0572

**ACTION ITEM:** Walt Downing, George Schmidt, Teresa Pace, Marina Ruggieri, Alfonso Farina - Get together offline to discuss expansion of Space Panel. AI-0573

There was discussion about the many international competitions in all areas of aerospace. We can increase our visibility in these competitions to reach young professionals and students. We could give AUVSI \$1,000 and AESS could be a sponsor. We used to support Outback Challenge. We need to revitalize support of such initiatives.

**ACTION ITEM:** Maria Greco, Mark Davis - Send the list of Radar Conference attendees to Walt Downing so he can determine how many AESS members attended. AI-0574

**ACTION ITEM:** Kathleen Kramer, Erik Blasch - Send the list of DASC attendees to Walt Downing so he can determine how many AESS members attended. AI-575

Walt is working to align the DLs with a Technical Panel topic and is making an effort to fill the gaps.

**Member Services - George Schmidt**

There was discussion about SAMIEEE. SAMIEEE is only as accurate as what people put in the database. Expand write up of DLs to include beyond Chapters. But Chapters should still be involved.

**ACTION ITEM:** George Schmidt, Joe Fabrizio - Work on expanding the DL write up to include going beyond chapters. AI-0576

George showed membership opportunity by showing how many non-AESS members with AESS TIP codes. We need to focus our efforts on these emerging markets.

We have difficulty getting Region 10 reps on the BoG. And when we do have them, they do not increase membership in their regions. We need to find the right person. We need to find a leader in these regions.

We need to concentrate on retention instead of new members. We need to be relevant to our current membership.

It was suggested that we do some joint activities with Signal Processing Society, who has a strong hold in Japan.

**ACTION ITEM:** [Maria Greco - Suggest a joint membership drive with Signal Processing at their Board meeting next week. AI-0577](#)

### **Chapters - Erik Blasch**

We still need to get that Rowan Chapter started.

**ACTION ITEM:** [Ryan Paterson - Follow up on getting a Rowan Student Chapter started. AI-0578](#)

Radar Conference 2016 and Fusion 2017 will both be in China.

The Bangalore Chapter is very active. Erik would recommend to recruit a possible board member from Bangalore.

He also recommend Nobuhiro Suzuki, or someone from the Japan Council.

We have a few sections targeted in order to start AESS Chapters.

### **Student Reps - Bob Rassa**

#### **Graduate Student Rep - Ryan Paterson**

Ryan discussed the four types of graduate students: Full time - working on thesis and heading toward Ph.D., these students are writing papers and going to conferences; those working on thesis, but no Ph.D. route, they are more focused on career path; Part time grad student, while working full time, it is difficult to get them involved; and returning to school after being in industry for a long time.

The biggest struggle for students is schedule. We need to consider the event schedule to gain more participation.

Connect via a community on Collabratec. We can create a community of members and non-members.

**ACTION ITEM:** [Ryan Paterson - Investigate Collabratec and create a community of graduate members. AI-0579](#)

Ryan felt that more participation could be had without "formal" meetings, but more a Collabratec platform.

Conferences tend to bring together a lot of Graduate Students. We could have activities at conferences for the students. IEEE has a funding stream to assist in this.

There was discussion regarding Social Media and how good IEEE is doing with this. They are not doing poorly. But, could do better. There was discussion on whether graduate students have time to be involved with IEEE.

### **Undergraduate Rep - Scott Sprindis**

Scott discussed the disconnect in getting the right message to the right people.

We could think about having non-technical events to bring undergrads in.

VLTS - Volunteer Leadership Training System

**ACTION ITEM:** [Erik Blasch, Vince Socci - Nominate three people for Volunteer Leadership Training System. AI-0580](#)

### **Industry Relations - Alfonso Farina**

Discussed again the AIRW.

Alfonso is recommending a reviewed template to upgrade to take advantage of the changes and improvements that have been made with Google.

Third Level vs. New Domain Name - this issue has been discussed for months and needs to be resolved.

Alfonso presented a database on Ramirez's book collection that he would like to be advertised in the magazine and on the industry website.

Alfonso reviewed the costs for AIRW. Total of 17.000.00 Euros, plus vat.

Alfonso reviewed ways of "spreading culture."

We can link the AIWR to the AESS website, but we have already voted that we would put the content onto our website, not linked to an external website. There was a lot of discussion regarding this.

Our new AESS website update is more mobile friendly.

### **Conferences - Mark Davis**

We have had alliances with ION and AIAA, but these have fallen apart. We have not lived up to our support. This is a threat to conference revenue. DASC wants the revenue stream from conference publications. IEEE will not do that.

Mark is unhappy with the new MOU process.

2016 DASC, Erik Blasch and Kathleen Kramer are Co-Chairs, and Bob Rassa is Treasurer. There is a benefit to having IEEE name and papers going to IEEE Xplore. Having people is not the only benefit of our involvement.

PLANS/ISS Merger Status: ION says that ISS is a threat to their business plan. They are not interested.

Mark reviewed the new Technical Co-sponsorship rules going into effect in 2016 - \$1,000 + \$15/paper, to be paid by either the conference or the society.

[ACTION ITEM: Mark Davis - Establish a small committee to address strategy on staffing conference committees and TCS policies. Have a policy in place by the end of the year. AI-0581](#)

Mark would like an understudy to help with the VP Conference workload.

#### **Publications - Dale Blair**

Dale reviewed AESS Publications Initiatives.

There was discussion of letter to authors who are not members.

[ACTION ITEM: Judy Scharmann - Send AESS membership list to Suzanne and Bill. AI-0582](#)

#### **Transactions**

Dale reviewed the stats for the Transactions.

[ACTION ITEM: Dale Blair - Look at Cyber Security for Aerospace systems as a new area. Also look to see if any areas should be discontinued. AI-0583](#)

Plaques for recognizing TE departures?

[ACTION ITEM: Dale Blair, Judy Scharmann - Develop a process to recognize outgoing TEs. Perhaps a plaque and/or a certificate. AI-0584](#)

#### **Magazine**

There was discussion about linking advertising to content.

#### **QEB**

Goal is to get more people opening and using the QEB.

#### **Website**

The new website is nearly finished and will go live in the very near future.

Dale reviewed the Pubs budget. Jose Bolanos is now sending the page charge letters. For Volume 51, No. 1 we collected \$40,950 and No. 2, we collected \$39,400.

We discussed plagiarism complaints. Dale is dealing with a paper published at the 2015 RAST conference.

We reviewed a mock up of the electronic Magazine. The cost is \$1,000 or less per issue. People overseas could get this instantly. It is mobile compatible. There is a comment feature.

[ACTION ITEM: Dale Blair - Find out if we can download the electronic magazine and view it offline. AI-0585](#)

It was suggested that we have an option to have print or electronic.

It was suggested that we link to Division activities on the AESS website.

[ACTION ITEM: Dale Blair - Decide where to put the Division activities on the AESS website and what the content would be. AI-0586](#)

#### **Finance - Ron Ogan**

Ron reviewed all GL accounts.

#### **AESS Fellows Report**

Bob Rassa reported the Fellow Statistics. AESS currently has 12 Fellows on the BoG. Bob asked that they all participate in 2016 evaluations.

#### **International Directors Report - Maria S. Greco**

Maria reviewed International Director Reports. We have reports from Western Europe (Leo Lighthart), UK and Ireland (Hugh Griffiths), and Australia (Joe Fabrizio). We need to pursue joint chapters in areas with no AESS Chapter. We need to organize the report collecting between Erik's chapter work and Maria's International Director work. There was a lot of discussion on this.

We need to harmonize the information gathered and have a template so we get the same info from all regions.

**ACTION ITEM:** [Maria Greco - Develop a template for information gathered from International Directors. AI-0587](#)

Meeting recessed until Saturday, September 26, 2015.

### **Saturday, September 26, 2015**

#### **Student Activities Report/Special Projects - Bob Rassa**

Bob showed a list of already funded projects. Requests can be accepted until October 1.

#### **Education - Joe Fabrizio**

Joe presented mission and vision based on the strategic plan, reviewing strengths and weaknesses (opportunities). He presented long-term objectives and goals.

It was suggested to put on our DL website where and when a particular speaker was going to be in an area of the world. We should notify the Chapter Chair and the Section Chair about the information.

**ACTION ITEM:** [Joe Fabrizio, Judy Scharmman - Work on a process to inform when and where a DL will be traveling. AI-0588](#)

Joe wants to establish a committee to revitalize the EVTS. There was discussion regarding how to proceed. EVTS Revitalization Committee: Joe Fabrizio, Erik Blasch, Cosimo Stallo, Ryan Paterson, and Scott Sprindis.

There are gaps in the Technical Panel alignment with DLs.

It would be good to strategically place DLs in areas that we want to grow.

Joe discussed the geographic distribution of our DLs. We need to expand DLs to the Middle East, China and South Africa.

We have funded 32 DLs for a very low cost. It was noted that we do not want to lower the budget, but to keep it at \$12,000.

**ACTION ITEM:** [Judy Scharmman - Ship a laptop to Erik Blasch and Rob Ewing. Coordinate with them. Ship also to Cosimo Stallo. AI-0589](#)

It was decided to give the EVTS another strong effort. We have some funding and some new tutorials to be recorded. Let us get some young people, like Cosimo Stallo, to record a video tutorial, and have some smart topics.

NATO Lecture Series. We should be able to videotape those and put them on our site. A lot of them are AESS members.

**ACTION ITEM:** [Robert Ewing - Coordinate the taping of the NATO Lecture Series for the AESS EVTS. AI-0590](#)

**ACTION ITEM:** [Mark Davis - Coordinate getting a set of recording equipment sent to Pisa for your DL. AI0591](#)

It was suggested that we consider open access to our EVTS. It would be good to promote AESS. It would give branding and visibility. But, also it should be a value of membership. Let's give a trial period first, in offering only to members, and then re-evaluate. There was a lot of discussion regarding these two opinions.

We need to make sure all DLs are advertising AESS with the slides.

**ACTION ITEM:** [Joe Fabrizio - Ensure that all DLs have the AESS promotion slides. AI-0592](#)

There was discussion about the Robert T. Hill award. There is a clarification needed in the eligibility requirement.

**ACTION ITEM:** [Joe Fabrizio - Adjust the eligibility requirement for the Robert Hill Award. AI-0593](#)

Joe is putting together a selection committee. Wolfgang Koch and Teresa Pace have agreed to serve.

#### **Mentorship Program**

**ACTION ITEM:** [Joe Fabrizio - Pilot Program of the Mentoring Program. Develop a chapter meeting presentation, "Introduction to the AESS Mentoring Program". Develop a registration form and put on the website. AI-0594](#)

There was discussion about opening up the Pilot Program to all, not just AESS members. We want to gain traction for this. All agreed.

AESS Short Course initiative - this is a way for chapters to raise money for their activities.  
Joe is going to try this out first, giving a short course in Australia, and the chapter will keep the proceeds.

### **Nominations & Appointments - Hugh Griffiths**

Hugh announced the results of the BoG election for the term 2016-2018: Wolfgang Koch, Kathleen Kramer, Marina Ruggieri, George Schmidt, Roy Streit, Michael Wicks, Leo Lighthart, and Mike Rice.

Officer Elections:

#### **Candidates for President - Peter Willett and Teresa Pace**

There were no nominations from the floor.

Both candidates addressed the board and answered questions.

Vote by secret ballot: **Teresa Pace was elected President.**

#### **Candidates for Executive Vice President - Joe Fabrizio and Maria S. Greco**

No nominations from the floor.

Both candidates addressed the board and answered questions.

Vote by secret ballot: **Joe Fabrizio was elected Executive Vice President.**

We then proceeded to the remainder of the Officer elections. The N&A Committee proposed the following slate:

**VP Conferences - Mark Davis**

**VP Education - Kathleen Kramer**

**VP Finance - Jim Howard**

**VP Industry Relations - Mike Cardinale**

**VP Member Services - George Schmidt**

**VP Publications - Dale Blair**

**VP Technical Operations - Walt Downing**

Nominations from the floor:

**MOTION: Vince Socci moved that Maria S. Greco be nominated for VP Membership. Bill Walsh 2nd. Motion failed. MO-0186**

There was a lot of discussion regarding the process here. Motion does not pass.

**MOTION: Bob Rassa moved that nominations be ceased. Jim Howard 2nd. Motion passed. MO-0187**

**MOTION: Bob Rassa moved that we approve by acclamation all positions except VP Membership. Ron Ogan 2nd. Motion passed. MO-0188**

**MOTION: Bill Walsh moved that VP Membership be elected by acclamation. Bob Rassa 2nd. Motion passed. MO-0189**

### **Awards - Gang/Lyons**

Outgoing BoG plaques were presented: Roger Oliva, Ron Ogan, Iram Weinstein, Bob Lyons

President plaque, Past President pin, and gift given to Bob Lyons.

Teresa Pace was given President pin.

Peter Willett was given the Outstanding Service Award, presented by Dale Blair.

### **MetroAerospace Conference Report - Pasquale Daponte**

Pasquale Daponte presented a report on MetroAerospace Conference.

### **New Business**

**MOTION: Bob Rassa moved that the AESS Conference Guide be approved and posted on the website. Iram Weinstein 2nd. Motion passed. MO-0190**

### **Division 9 Initiative Report - Ruggieri**

This is the first time a technical project was accepted from a division. The 2015 Presidents of the societies in Division IX are the people involved.

"Environment" has been identified as the key topic.

We need to involve the young people in educating people in "Environmental Design".

Maria Greco is going to create a video and spend the money by Dec. 12.

### **Funding for Chapter Summit**

We could not fund the Chapter Summit in 2014, but we need to fund this in 2017. We need to make sure that this gets into our budget. In 2016, when we do the 2017 budget, we need to allocate 50K for the Chapter Summit. We can try to make this an initiative so it comes from reserves. We need to get some sponsors from industry. Leo and Erik are volunteering to help with this.

**ACTION ITEM:** Erik Blasch, Leo Lighthart, Rob Ewing, George Schmidt, Bob Rassa, Ron Ogan, Joe Fabrizio, Teresa Pace - Form a committee to make plans in order to be able to fund the Chapter Summit for 2017. Secure sponsors. Deadline: Nov. 1. AI-0595

### **Response to the SRC**

We are expecting the response from the SRC in October.

**ACTION ITEM:** Teresa Pace, Bob Rassa will be leads on responding to SRC Report. AI-0596

### **Argentina Funding Requests - 3 requests**

Activity 1: For the Argentina Chapter to Visit to the Ground Satellite Station, AR-SAT. \$1,000 requested.

**MOTION:** Ron Ogan moved that we allocate \$1,000 for the Argentina Chapter to visit the Ground Satellite Station. Jose Bolanos 2nd. Motion passed. MO-0191

Activity 2: \$4,000 to run a symposium.

Discussion: AESS should not donate money to a symposium. It needs to have a Conference Application submitted to IEEE. We can give them seed money, but we cannot fund this as requested.

**ACTION ITEM:** Mark Davis, Erik Blasch, Ron Ogan - Communicate with the Argentina Chapter and help them start this symposium in the proper manner, with a budget and conference application. AI-0597

**MOTION:** Bob Rassa moves to reject allocating \$4,000 to the Argentina Chapter to run a symposium, and have Mark Davis, Erik Blasch, and Ron Ogan work with them on a conference or an additional activity. Jim Howard 2nd. Motion passed. MO-0192

Activity 3: \$2,500 for Luis Riesco to visit the Ground Station ARSAT.

We cannot fund this. Our Bylaws say only a BoG member can be an International Director. Bob Lyons appointed Jose Bolanos as Region 9 International Director, effective immediately.

**ACTION ITEM:** Bob Lyons will contact Luis Riesco and explain why we cannot fund the \$2,500. AI-0598

### **Bob O'Donnell funding request**

Bob Lyons explained the history of what Bob O'Donnell has done with his online tutorials on the University of New Hampshire website.

**MOTION:** Ron Ogan moved to approve \$2,000 to upgrade the equipment used by Bob O'Donnell. Iram Weinstein 2nd. Motion passed. MO-0193

Discussion: New Hampshire has said they do not have the money to keep up the upkeep of the equipment. The section will coordinate the money. Bob Rassa will write a note saying to the NH Section that we want an accounting of the content and the computer.

Scott Sprindis is graduating, so beginning in 2016 he will be appointed as YPP Chair. Teresa would like Bob Rassa to continue as Treasurer in 2016.

Bob Lyons gave closing comments.

The next President will chose the next meeting location.

**MOTION:** Marina Ruggieri moved to adjourn. No objections. Meeting adjourned at 12:30 pm.