

**AESS BOG MINUTES  
SPRING MEETING  
PLANS CONFERENCE  
APRIL 29, 2004**

**Call to Order – Paul Gartz** – President Paul Gartz called the Board to order at 8:30 a.m. Jim Leonard read a proclamation of IEEE AESS DASC Week in recognition of the history of powered flight exhibit.

**Attendees:**

Jose Bolanos	Edward Reedy
Barry Breen	Marina Ruggieri
Dave Dobson	Ronald Schroer
Paul Gartz	Cary Spitzer
Erwin Gangl	Tsuneo Takahashi
Evelyn Hirt	Zafar Taqvi
Youan Ke	Robert Trebits
Paul Kostek	Joel F. Walker
Russell Lefevre	Iram Weinstein
Jim Leonard	John Weyrauch
James Rankin	Peter Willett
John Reagan	

**Approval of Minutes – Paul Gartz** – The minutes were approved as submitted.

**Adoption of Agenda – Russ Lefevre** – The agenda was adopted as published with the addition of an item to consider a bylaws change adding a Vice President, Education.

**President’s Report – Russ Lefevre** – In June 2004 IEEE will review AESS. Russ circulated an example of the report that IEEE will be preparing as a result of the review. Russ mentioned that John Regan, incoming Division Director will visit the AESS BoG spring meeting. IEEE is expected to be on better financial footing this year; however IEEE conferences in general are expected to be down \$2M against budget. The two print packages are losing money, but the IEEE Electronic Library (IEL) is more than making up for the shortfall – indicating that people are no longer buying print. Russ noted that AESS publications will be available electronically next year. IEEE will no longer fund operations using investments. The IEEE BoD has directed the Investment Committee to divide investments into reserves and non-reserves, with appropriate risk profiles. Overall IEEE budget will be about \$3M in the black. The IEEE Finance Committee has recommended the appointment of a permanent staff position for conferences. TAB meeting will have breakout sessions to address how IEEE reacts to emerging technologies.

Russ reported on his participation in a panel sponsored by the Office of Science Technology Policy regarding aviation R&D. The panel recommended that NASA's budget for aeronautics be doubled over the next 4 years and that 5% of the DoD budget be dedicated to research.

Russ reported that IEEE USA is attempting to address the current increase in unemployment for EE's and computer related fields.

**Executive VP's Report – Paul Gartz** – Paul discussed Boeing's initiative to rationalize relationships with universities and technical societies and how that relates to IEEE and AESS strategic efforts to solicit input from industry. Boeing will meet with the IEEE BoD. In response to Paul's presentation, Evelyn Hirt mentioned a new category of IEEE Fellow that addresses industrial activities that are generally too proprietary for publication.

Paul reported that the Integrated Transportation Systems Council (ITSC) is focused on evolving into a new society rather than merging with AESS. AESS will now focus on joint activities with ITSC.

Paul asked that each member of the BoG send Bob Trebits a resume for posting on the website.

(AI 2003-10-02) Each member of the BoG to send a resume to Bob Trebits and Bob to post resumes on the website – **Action: Bob Trebits.**

**Secretary's Report – Randal Moore** – Randal circulated the contact information section of AESS Magazine and requested corrections as necessary.

**Action Item Review – Randal Moore** – Action items were reviewed and the status updated as shown in the attached action item list. During discussion, Russ reported that Book Broker will no longer buy print copies of conference publications. In addition, Russ gave himself the following action:

(AI 2003-10-01) Investigate procedure for sending broadcast message to AESS membership – **Action: Russ Lefevre.**

**Treasurer's Report – Charles Gager** – Russ Lefevre presented the following highlights from Charles Gager's report:

- January 2002 – net worth \$840K
- January 2003 – net Worth \$804K
- January 2004 – projected additional surplus for the year \$190K
- January 2005 – projected additional surplus for the year \$110K

Russ observed that the surplus may be low due to a conservative estimate of conference revenue. Russ also suggested that the board consider increasing budget for distinguished lecturers. Zafar offered further support for increased funding of the Distinguished

Lecturer Program in support of chapter activities and was advised to submit a budget request.

Russ requested proposals for how to increase membership. Paul Gartz expressed that we need new markets to have new members. Evelyn observed that the most promising area for member retention the Graduates Of the Last Decade (GOLD) affinity group. Zafar proposed that chapter activities, educational efforts, and the distinguished lecturer program be integrated to show value to existing and potential student members. Erv Gangl suggested involving students in projects.

**Action Items:**

**Bylaws Revision Adding V.P. Education** – A motion was made, seconded and approved to amend the bylaws to formally establish a Vice President, Education, as well as a clarification regarding BoG term limits.

**Strategy Committee – Paul Gartz** – Discussed in EVP report.

**ITS Joint Activity Report – Russ Lefevre** – Discussed in EVP report.

**Election of 2004 Officers – Paul Kostek** – Paul Gartz was elected AESS President. Jim Leonard and Bob Trebits were nominated and Jim Leonard was elected as AESS Executive Vice President.

Russ expressed that he had enjoyed his term as AESS President and expressed his appreciation for the support he received from the members of the BoG. Paul Gartz and Jon Paris presented Russ with a DASC coffee mug in symbolic appreciation for his service.

**Systems Editor Transition – Russ Lefevre/Joel Walker** – Joel reported that Evelyn Hirt has agreed to become editor in chief of *Systems Magazine* effective January 1, 2004. Joel commended Ron Schroer for his excellent contributions as editor of *Systems Magazine* over the past five years. The BoG expressed their appreciation with a round of applause.

**Discussion/Action Items:**

**Russ Lefevre** – Russ entertained a motion to continue support of the Electronics Museum at up \$3000, contingent upon submittal of the *Systems Magazine* article they already owe as a condition of this year's contribution. The motion was made, seconded, and approved.

**All-Society Research Project Report – Russ Lefevre** – Russ offered the following highlights from the All-Society Research Project Report:

- 79% of AESS members have MS degrees or higher.
- *Systems Magazine* received high marks.
- 60% are between 40-60 yrs. Average 23.5 yrs experience.

- Over 75% are EE's. 50% of members are employed by industry, 15% government, 15% educational institutions.
- Only 62% are in USA, 19% Europe, 13% Asia, 5% Canada, 1% Latin America.
- 95% find *Spectrum* to be useful, 80% *Systems Magazine*, 70% *Transactions*.
- 30% have read Radar Conference proceedings in the past 5 yrs. – all others around 5%.
- 90% of members want AESS to offer more educational opportunities.
- 75% think AESS offers adequate products and services.
- 90% plan to renew IEEE membership, 95% for AESS.
- Conferences in decreasing order of value perceived by members: Radar, Aerospace, PLANS, and DASC.

Russ will post the All-Society Research Project Report on the AESS BoG website.

Russ noted the following conclusions from the survey:

Members want more educational opportunities.

AESS needs younger members.

**AESS Education Plan – Scott Goldstein/Paul Gartz** – Paul Gartz delivered Scott Goldstein's report. An education committee has been established involving Mike Wicks, Joe Sacchini, Todd Hale, and Iram Weinstein. The committee will be expanded to achieve better balance and breadth. Paul indicated a desire to work with AESS chapters. Evelyn suggested having AESS BoG members attend region meetings. After discussion, Paul agreed to ask Scott to address the intellectual property issues associated with tutorials. The approach will be to start something soon and expand over time. Scott plans to identify subjects and instructors, develop a set of proposed courses and presentations, and propose a budget by December 31<sup>st</sup>. The AESS BoG will consider the budget request by email vote in January.

**Aerospace Conference Problem – Russ Lefevre/Barry Breen** – Per Russ, Bob Profit has serious conflicts of interest and must either give up his role as the main driver of the Aerospace Conference or stop receiving payment for running the conference. IEEE HQ is involved.

**NAECON Resurrection – Barry Breen** – Barry indicated that NAECON can only be resurrected if the Dayton Section wants to resurrect it. Erv Gangl related some of the challenges and agreed to test the waters with former committee members. Erv noted that strong support from the Air Force Laboratories will be required and a much smaller, technically-focused conference will be likely. Paul recommended a focus on transformational technologies. There was discussion that a new NAECON did not have to be patterned after the previous conferences of the same name.

(AI 2003-10-04) Explore the viability of resurrecting NAECON in some form – **Action: Erv Gangl.**

**AESS/Boeing Cooperation – Paul Gartz/Jim Leonard** – Addressed in EVP report.

**100<sup>th</sup> Anniversary Report – Erv Gangl/Jim Leonard** – Erv discussed the 100<sup>th</sup> Anniversary Exhibit on display in the DASC Exhibit Hall. The exhibit was produced for the AIAA Conference in Dayton last July and is available for reuse. The Dayton IEEE Section owns the backdrop and the historical pictures of electronic firsts over the past 100 years was researched and produced by the IEEE Student Section from the Air Force Institute of Technology (AFIT) at Wright Patterson AFB. Erv will store the exhibit in Dayton and arrangements can be made to ship it to other conferences on request. PLANS and Aerospace are the next likely venues. Jim Huddle agreed to make arrangements to display the exhibit at PLANS..

(AI 2003-10-05) Contact Bob Profit regarding displaying the 100<sup>th</sup> Anniversary Exhibit at the Aerospace Conference – **Action: Ron Schroer.**

**100<sup>th</sup> Anniversary Systems Issue Report – Ron Schroer** – Addressed in V.P. Publications report.

**Member Communication Policy – Iram Weinstein/Paul Gartz** – Deferred.

#### **VP Reports:**

**Administration – Bob Trebits** – Bob circulated a list of web pages and web page owners and asked for corrections as necessary. Bob reported that he will also email everyone listed as point of contact and request confirmation of their continued involvement. After Dave Dobson noted that there is no set criteria for inclusion in the AESS Directory at the back of *Systems Magazine* and that the information is significantly out of date, Paul Gartz agreed to work with Dave to update the directory.

(AI 2003-10-06) Update the content of the AESS Directory in *Systems Magazine* – **Action: Paul Gartz and Dave Dobson.**

Bob mentioned that he will create an electronic distribution list for chapter chairs when he gets information from IEEE HQ in January.

**Conferences – Barry Breen/Iram Weinstein** – AESS is being fined for late financial reports from the Aerospace Conference, with no other fines this year. The IEEE HQ staff supporting conferences is providing excellent support.

**Member Affairs – Walt Downing** – Walt presented highlights from his report which was posted on the website. As of August 2003, AESS membership remains level – currently 4654 members. This represents an overall drop of 9.2% in membership since 2002.

Erv Gangl solicited nominations for the Pioneer Award and suggested we look into other fields covered by AESS, not just radar. He also asked for suggested nominations for the criteria attached.

**Chapters – Zafar Taqvi** –Randal Moore delivered highlights from the report of Zafar’s trip to Region 9 in South America. Jim Leonard reported that Zafar had visited Embraer which was previously suggested by the BoD.

A summary of Zafar’s report is attached.

Evelyn Hirt reported that the Los Angeles Council chapter is in danger of being terminated unless certain criteria are satisfied.

**Publications – Joel Walker/Dale Blair/Peter Willet/Ed Reedy/Dave Dobson** – The Publications report is posted on the website. Joel Walker mentioned the upcoming January tutorials issue of *Systems Magazine* and the potential for additional future tutorials issues. Peter Willet is the POC for future tutorials issues.

Dale Blair mentioned the advantages of the web-based system for reviewing manuscripts for *Transactions*. Dale mentioned that IEEE wants to charge *Transactions* editors \$500 for access to IEEE Explore. The editor in chief receives free access. Dale will continue to address this issue with IEEE. Dale was successful in getting IEEE to post PDF files without rescanning, although he continues to work issues on this subject.

After a general discussion of issues regarding IEEE HQ staff, Evelyn agreed to work with Paul Gartz to surface these issues within IEEE leadership.

Dave Dobson proposed that the tutorials issue of *Systems Magazine* be sent to student chapters. The BoG recommended that 6000 issues be overprinted for this and other promotional purposes.

Walt Downing will provide membership application information to Dave Dobson for inclusion in *Systems Magazine*.

(AI 2003-10-03) Provide membership application information to Dave Dobson for inclusion in *Systems Magazine* – **Action: Walt Downing**

Ron Schroer requested identification of a point person to identify papers from the Radar conferences for republication in *Systems Magazine*.

Dave Dobson requested information regarding chapter activities.

**Technical – Jim Huddle/Bob O’Donnell** – Jim reported on technical panel, committee, and distinguished lecturer activities. Hugh Griffiths indicated that he would be interested in giving two lectures on (1) Synthetic Aperture Radar and (2) Bi-static and Multi-static Radar. Although the distinguished lecturer program is on budget, international travel continues to be a budget challenge. The BoG discussed the standards for naming someone as a distinguished lecturer. Paul expressed interest in expanding the program and assigned the following actions:

(AI 2003-10-07) Provide list of distinguished lecturers along with brief biographies and content descriptions to Bob Trebits for posting on the website – **Action: Jim Huddle /Bob Trebits.**

(AI 2003-10-08) Obtain recommendations from international BoG members as to appropriate distinguished lecturer topics and lecturers – **Action: Jim Huddle.**

(AI 2003-10-09) Investigate the potential for adding “timely topics” to the distinguished lecturer program – **Action: Jim Huddle.**

**Education – Scott Goldstein** – Presented in EVP report.

**Old Business:** No additional old business was introduced.

**New Business:**

Randal Moore relayed a request from the Fort Worth AESS Chapter asking for partial funding of the cost of editing a videotape provided by distinguished lecturer Bill Ward who was scheduled to speak at MetroCon, but was unable to attend. Jim Huddle requested that the funding request be submitted and he would consider it. Jim asked that a copy of the tape be provided to him and to Bill Ward. Discussion prompted the following action item:

(AI 2003-10-10) Investigate value of offering additional video products as part of AESS’ educational program – **Action: Scott Goldstein.**

Tsuneo Takahashi reported on the ITSC 2003. Although the attendance was low, the meeting was extremely significant due to its location in China. The next ITS World Congress will be in Nagoya, Japan. The IEEE ITSC2004 meeting will be in Washington, D.C.

(AI 2003-10-11) Explore what AESS should do in conjunction with the ITS World Congress in Nagoya and the IEEE ITSC in Washington and discuss with Paul Gartz – **Action: Tsuneo Takahashi.**

**Next Meeting:** Spring 2004 meeting will be Thursday, April 29 in conjunction with PLANS in Monterey, California. The fall 2004 meeting will be Tuesday, September 21 in conjunction with AutoTestCon in San Antonio, Texas.

**Adjournment:** Paul Gartz adjourned the meeting at 5:00 p.m.