AESS BOG MINUTES
FALL MEETING
IEEE SESSIONS CONGRESS
OCTOBER 17-18, 2005

17 October 2005

I. Call to Order – Paul Gartz – President Paul Gartz called the Board to order at 1:15 p.m. on October 17. We have scheduled a day and a half for the meeting and intend to keep this format for future meetings. The agenda for the Board meeting is Attachment 1 to these minutes. Note: in these minutes, Actions are in Blue and Motions are in Red.

Attendees:
Dale Blair
Jose Bolanos
Barry Breen
David Dobson
Saj Durrani
Charlie Gager
Paul Gartz
Hugh Griffiths
Ram Gopal Gupta
Evelyn Hirt
Jim Huddle
Russ Lefevre
Jim Leonard
Bob Lyons
Bill Lyons
Ron Ogan
Bob Rassa
Ed Reedy
Marina Ruggieri
Theodora Saunders
Cary Spitzer
Zafar Taqvi
Ron Ticker
Bob Trebits
Joel Walker
Iram Weinstein
John Weyrauch
Peter Willett

The meeting started with introductions for all members present. Paul Gartz and Ed Reedy presented Dale Blair with a Distinguished Service Award for his work as Editor-in-Chief of the AESS Transactions.

Due to Russ Lefevre having to leave tomorrow, we conducted the election of Presidnet and Executive Vice President. Only candidate for President is Jim Leonard. Jim was elected by acclimation. Candidates for the next Executive Vice President are Evelyn Hirt and Bob Rassa. Bob Rassa was elected.

Part 1 AESS Strategic and Growth Management

Paul started the session with an overview of the AESS Growth Strategy. Paul listed the new areas that AESS is expanding into: Guidance and Control, Large-scale Systems Integrations, Systems of Systems including Air Traffic Management, Global Earth Observation System-of-Systems (SoS), Inter-modal Traffic Management SoS, Defense/National Security SoS, Vehicle-based Information Systems and Data Fusion. We need to concentrate on partnerships to make this growth happen. Marina Ruggieri pointed out that we need to add Space Systems to the text of the Fields of Interest in Paul's presentation. Dave Dobson pointed out that we need to start the AESS Strategy presentation with the existing AESS charter and Fields of Interest statement and then use Paul's material as an augmentation to those existing statements and add "including but not limited to" to the current presentation list. This will eliminate the need for formal revisions being sent to and approved by TAB. Our workshop this afternoon focuses on growth of AESS. A lively discussion took place about different models around the world for the roles of technical societies both local and worldwide. Specific discussion took place on accreditation and IEEE agreements across multiple national societies. Paul emphasized that we all must focus on helping local groups succeed and grow and not threatening their mission and long term success. Paul Gartz or Jim Leonard can provide all BoG members a presentation that is a comprehensive overview of all of IEEE for use in partnership discussions with other organizations. Ted Hissey is the IEEE POC for all agreements with sister societies across all of IEEE. Paul presented the new AESS organizational structure. Charlie pointed out that the new position of VP Marketing that was discussed at the last meeting is missing from this current chart. Dave Dobson commented that an AESS International representative for Russia could come from the organizers of the St Petersburg Integrated Navigation Systems conference. Point of Contact for this conference is Margarita Grishina (elprib-onti@telros.net). One individual currently holds the Secretary and Executive Director International Affairs responsibilities. It is intended to leave it that way for now, but it does not need to stay that way. A discussion of grouping of regions and chapters concluded that Canada should be included in the North American (USA) set of Chapters. In reference to Paul's chart on groupings, Regions 1-7 on left, Region 8 & 9 in the middle and Region 10 on the right. Bob Rassa suggested adding an ex-officio student member to the Board of Governors to represent student ideas and needs. Jim Leonard seconded the idea but expressed concern over the lack of AESS student chapters. Several members suggested that we should do this and not be limited to using candidates only from an AESS Student Chapter.

Jose Bolanos requested that we get high-level IEEE representatives at the next meeting to discuss IEEE policies, practices, and services. (Action 2005-10-01)

The BoG needs to develop a specific approach to knowledge capture from senior AESS leaders (Action 2005-10-02).

A plaque was presented to Jim Leonard for the St Louis Chapter as the outstanding AESS chapter.

The International Directors presented summaries of their initiatives and recent activities supporting world-wide growth.

India - Ram Gopal Gupta
- Growth in commercial aviation in India resulted in sponsoring an aeronautical and navigation communications seminar. Seminar will be repeated in multiple sites around India.
- Creating an all-India student contest focused on AESS technologies of interest. Student ideas receiving awards will be monitored by industry in India and if commercial potential is high, the industry partner will work to bring the student into their company and productize the idea.
- Around 25000 IEEE members and 350 AESS members in India

Italy/Europe - Marina Ruggieri
- Background in Space Systems including Panel leadership
- Now looking at Space as an ingredient in a larger Systems of Systems context. Have organized an IEEE/AESS Space Symposium in late October
- Organizing a workshop on Satellite Communications and Navigation
- Looking at publishing opportunities for research presented in the symposium and the workshop
- Soliciting publications for the Systems Magazine and AESS Transactions
- Marina presented the organization structure for her organization in Italy and Western Europe. Sergio Greco (Sr VP Navigation for Alenia Alcatel Space Italia) will be her deputy.

United Kingdom and Republic of Ireland - Hugh Griffiths
- IEE has historically been very strong and is currently undergoing significant change. Plan is to partner with them rather than compete against them.
- Annual prestige lecture around Systems Engineering
- Web site to increase interaction with the community
- One day workshops/symposiums that are particularly attractive to students and academics
- Emphasize combined activities between the radar community and the sonar community. Multi-national NATO conference in Italy
- Awards for post-graduate students and mid-career engineers

- Hugh presented the organization structure including a graduate student fellow, Marc Thomas

Australia - Bill Lyons
- Identified list of Grand Challenges in Australia – Sustainability, Frontier Technologies, Health, and Security
- Issue with aging workforce and diminishing people resources
- UAV technology is a key topic of interest in addressing these grand challenges and a workshop has been organized to coordinate between a diverse set of stakeholders from all aspects of the Australian community (Industry, government, and academia)
- Bill identified the structure he has in place for AESS Australia

All International Directors need to develop list of key industry and government partners in their geographic area and a list of current IEEE agreements and activities through contact with Ted Hissey and review of the IEEE web site www.ieee.org/nsa. Directors should then get the information to Bob Tribets for inclusion in the AESS web site. (Action 2005-10-03).

Jim Leonard to provide general MOA framework to John Weyrauch, and John will distribute it to all the International Directors (Action 2005-10-04).

We need to be very careful in using the correct vocabulary in collaborative efforts with other entities. For example, industry cannot sponsor an IEEE activity. Also, in trying to develop MOUs and MOAs with other organizations around the world, we must be sure to have IEEE make the agreements not individuals or AESS.

We then split into 3 groups to discuss Market Gaps; Specific Event Plans; and Team and Partners. Group generated materials are captured in Attachment 2. After the meeting adjourned, Hugh Griffiths and Marina Ruggieri created the following additional thoughts on one of their key ideas – 1 day or ½ day low cost seminars on topics of special interest.

Series of Seminars - System of Systems

At the breakout session on 17 October of the Board meeting we were asked to identify new opportunities and initiatives. In one of the breakout groups we conceived the idea of a series of one-day seminars, each on a focused topic under the general theme of System of Systems, held at the most appropriate location for the topic, worldwide. The following bullet point notes identify some of the issues, and are intended to provoke further discussion.

- Might, where appropriate, be tacked on to existing conferences, to take advantage of key people being in the same place.

   Suggested topics:
   - nanotechnology

- micro and nano satellites
- medicine
- security
- sensor networks
- satellite navigation – GALILEO
- transportation
- Earth observation
- :

  Most of these are quite broad, and would need to be focused.
- Some (nanotechnology, security) cover work at University College London, which would allow an early start to be made. Also, micro and nano satellites at University of Surrey, UK. But series must be global – engage other International Directors as soon as practicable – ask them for their own topic suggestions.
- Responsive to hot topics.
- Not to be seen as a threat by the relevant community – cooperate and add value.
- Low cost. Use university or industrial locations, and get industrial sponsorship where possible
- Must be a steady, consistent program, not lots together then big gaps. Perhaps plan for four per year
- Needs a consistent format to capture output – web-based to ensure wide dissemination.
- A means to engage and bring together different AESS chapters
- Need to produce a concise paper explaining concept, and start to put together a list.

Day 2
18 October 2005

– **Part 2 AESS Daily Management**

I. **Call to Order – Paul Gartz –** President Paul Gartz called the Board to order at 8:15 a.m. on October 18

   Adoption of Agenda – Paul Gartz – The agenda was adopted as published (Attachment 1).

II. **Working Together Workshop – Paul Gartz** – Paul introduced a workshop topic on the content to be contained in the new AESS website. The BoG created a relationship diagram showing how different elements of AESS interact with each other. Paul identified the need to organize the new web site consistent with the major elements in AESS (e.g., Chapters, Tech Panels, Conferences, Publications, etc.). A new committee was formed (members listed below) to lead the web site revision.

Web Development Issues/Comments were generated by the board and are summarized below.

- # of hits by category
- # of Independent AESS websites – chapters, etc. (35-40+)
- Link to Chapter sites or directly on AESS site
- German International Radar Conference
- St Petersburg Nav Conf
- DASC www.dasconline.org
- Standardize AESS websites
- "Entity Web Hosting" by IEEE is not used enough (IEEE Content Server)
- Radar Conference Process & Web Re-invented Yearly
- Survey of members on web site
- Customers for AESS web
  - New members
  - AESS members
  - BoG + AESS organization needs
  - Corporations/Industry
  - Academia
- 1-way or 2-way communication [Virtual Communities] (Evelyn Hirt POC)
- Web content too hard to access
- Content available elsewhere (IEEE home site)
- Logon using Member # and name suggested by Jim Leonard
- Evaluate systems and processes we have
- Need information survey from customers
- Officers don't get info or info timely enough to get reports to Bob Trebits prior to BoG meetings
- Do web as a Systems Engineering project
- Chapter-based web is liked by some chapters
- Use IEEE web redevelopment knowledge (POC at IEEE is Sally Waselik)
- New web committee
  - Ron Oran
  - Bob Rassa
  - Bob Trebits
  - Iram Weinstein
  - Jim Huddle
- Need current information

III. **Secretary/COO's Report – John Weyrauch –** John discussed location and timing options for the next meetings. The Spring 2006 meeting will take place at the PLANS conference in April of 2006 in San Diego. PLANS meets from April 24-27, 2006. The format is changing since it is now a joint conference with the Institute of Navigation. The initial plan is for the board meeting to be on Monday April 24 starting at noon, ending at 5:30 pm with a group dinner and all day on Tuesday April 25 concluding with a second group dinner. Fall 2006 meeting be held in conjunction with AUTOTESTCON September 18-21, 2006 in Anaheim CA. The board is planning to

meet on Thursday afternoon September 21 and all day Friday September 22. The Board also decided to meet at the Radar Conference in Edinburgh UK in October 2007.

Approval of Minutes – minutes of the Spring 2005 meeting were approved as submitted.

IV. **President's Report – Paul Gartz** – Aerospace Conference interaction has resulted in all money owed IEEE being paid. Their board account has also been closed and they will now use standard IEEE banking practices. There are two remaining issues: 1) tax issues associated with past practices and 2) the need to change the Aerospace Conference committee structure. The current Aerospace Committee does not understand the drivers for the organizational change. Therefore, the BoG will need to directly define the new conference committee organization structure. The new IEEE Systems Council chaired by Bob Rassa and vice-chaired by Paul Gartz will be used as a mechcanism for starting discussions with INCOSE and other organizations to begin collaborative activities. There are 13 IEEE societies affiliated with this council. The board discussed the need for the Systems Council, and how it needs to carefully coordinate its activities with AESS. Paul suggested that this be a topic on the agenda at the next BoG meeting. BoG members desire to review the System Council charter and compare it with the AESS vision for the future to assure common direction and interests. Paul is proposing a new IEEE Council on Earth Observation. He will discuss this in more detail at the Spring 2006 meeting.

V. **Executive VP's Report – Jim Leonard** – Invited all officers to stay in their current positions. Jim then made the following motion. Motion: Approve up to $90,000 for the Chapter Summit in October 2006 and approve holding a similar Chapter Summit at the 2008 Section Congress in Quebec. Motion approved with 2 dissenting votes. Jim asked International Directors to seek out industrial funding support for activities next year. Jim wants BoG VPs to have reports published once a year in the Systems Magazine. Jim will send an e-mail to each BoG VP telling them the month of the year they will be required to submit their report to the Systems Magazine. The reports must be submitted 45 days prior to the 1st of the month of publication (e.g., Nov 15 for January issue). Jim is concerned about declining membership and Jim Howard has been brought to the BoG as VP Member Services to improve this situation.

VI. **Treasurer's Report – Charles Gager** – Charlie reviewed his report. It is available on the AESS BoG web site. New accounting rules in IEEE require that conferences close out in the year in which they are held and if not closed out, the estimated income from the conference is accrued as part of then year Society income. This change is resulting in a one year "acceleration" of conference income onto AESS books. Discussion about rules covering how reserves are treated in IEEE accounting practices and the restrictions on reserve access and expenditures. Motion: Authorize additional 2005 AESS expenditures as defined in Attachment 4 up to a limit of total expenditures of $350,000. Monies to be spent by 31 Dec 2005 and accounted for in 2006 to the BoG. This money is to be authorized and approved by an ad hoc committee of the AESS BoG consisting of the current president, the two past presidents, the executive vice president,

treasurer, and secretary. Motion approved with 2 dissenting votes. Note that the $90,000 for the Chapter Summit approved by motion earlier in this meeting is also included in the $350,000 total mentioned in the above motion. Motion: That the BoG approve $5,000 for the Electrical Historical Museum in Baltimore MD. Motion was approved. Charlie has proposed several changes to the By-Laws and posted them on the BoG web site last week. Action 2005-10-05: All board members review the proposed By Law changes hosted on the AESS web site and get proposed revisions to Charles Gager by 15 November. (All BoG Members)

VII. **New Motions – Paul Gartz**

Global Chapters BoG New Members – significant discussion about how the members would be selected and whether or not they would be voting members of the BoG rather than participants. Suggestion was made to have 2 chapter representatives on the board – non-voting and rotating on an annual basis – to provide a bottoms-up perspective and improve communication flow to the BoG. Motion: Amend the AESS Constitution and By Laws as appropriate to add two Chapter Representatives as non-voting ex-officio BoG members that rotate annually with the selection process to be determined by an ad-hoc committee led by VP Chapters. Motion approved with two dissenting votes.

GOLD BoG Member – Motion: Change the AESS Constitution and By Laws as appropriate to establish an AESS Graduate of the Last Decade (GOLD) representative commencing in 2006. The GOLD representative would be appointed by the AESS President for a term of one year and renewable indefinitely. The representative would be an ex-officio non-voting member of the AESS BoG. The AESS GOLD representative would report to the VP Member Services. The GOLD representative shall communicate board action to AESS GOLD members. Motion approved.

VIII. **Election of Executive Vice President – Russ Lefevre –** Elections were held on Monday for the next BoG President and Executive Vice President. Jim Leonard is the President Elect and Bob Rassa is the Executive Vice President Elect.

IX. **At-Large International Development – Zafar Taqvi –** An additional item was placed on the agenda so that Zafar Taqvi could report on his extensive activities for worldwide growth. Zafar discussed the details of his report. He worked very closely with Ron Ogan to get worldwide participation at the Chapters Summit this month in Tampa. Zafar coordinated activities with Sweden, Pakistan, Brazil, Russia, and the Ukraine.

X. **Special Report on Chapter Summit – Ron Ogan –** Ron summarized the activities of the AESS Chapter Summit held on 13 Oct 2005. Ron reviewed the demographics of AESS members and geographic locations to look for the best places to focus efforts on forming new chapters and driving to increase AESS membership. 31 chapters attended the summit in person or via telecon. Ron discussed several of the issues surfaced by the

chapters and discussed the need for assigning action items to work on the highest priority issues. Action 2005-10-09: Paul requested that all International Directors study their "markets" and determine key market characteristics as begun yesterday in the Gap Analysis session. Action 2005-10-10: Paul Gartz recommendation that Ron form a committee with himself, Jim Leonard, the International Directors and the 2 new Chapter representatives to analyze the data collected at the summit and develop specific action plans.

XI. **Partnerships/Potential Mergers: ISIF – Dale Blair –** Goal is to have ISIF join AESS as a panel. The ISIF board voted against it. Did not want members to be forced to be IEEE members. ISIF has grown to have almost 600 members so they wanted to stay independent. Will table this partnership initiative for now but want to re-visit in the future.

XII. **Action Item Review – John Weyrauch –** Due to a lack of time, the past action items (Attachment 3) were not reviewed. All members should review their action items and send status updates to John Weyrauch.

XIII. **VP Reports:**

Publications – Ed Reedy/Dave Dobson – Ed reviewed his report. The report is on the AESS Web site. Ed thanked Dale Blair for his tremendous efforts as Editor-in-Chief of the Transactions for the last 6 years. Peter Willet will replace Dale in this role. Peter has developed 3 very successful tutorial publications. We currently have an open slot for the Editor-in-Chief of Tutorials. The Publications Committee is also looking for an associate editor to work with David Dobson as he gets ready to retire from his role as the Administrative Editor. Need new Associate Editors for two areas: Large Scale Systems and Avionics Systems. BoG members with recommendations should contact Peter Willet. Ed suggested that we continue a joint mailing with I&M magazine on an annual basis using the same process we used last year. Motion: AESS continue the joint publication of AESS and the I&M society magazines and budget a maximum of $6000 to cover costs in 2006. Motion Approved.

Education – Saj Durani – Saj went over his report that is posted on the AESS BoG web site. He summarized the overall goal of the Education Committee, identified the members of the committee and provided details on the current actions including current status. Saj has asked for all BoG members to forward recommendations of potential tutorial authors for the IEEE Expert Now program. He is most interested in working with tutorial authors who have already prepared the material and given the tutorial in the past. Action 2005-10-07 – Report back to the BoG with alternative business and marketing models for tutorials.

Technical Operations – Jim Huddle/Robert Lyons – Jim went through his report that is out on the AESS web site. A discussion took place about increasing technical committee representation. Jim reminded all BoG members that we all need to be sure that as new appointments are made they are communicated to the Magazine staff and

the VP Technology.

Administration – Bob Trebits – passed

Conferences – Barry Breen/Iram Weinstein – discussion on conference timeliness in closing out conferences. Recommendation that AESS Treasurer be co-signer on all conference bank accounts.

Member Affairs – James Howard – passed

XIV. **Old Business:** No additional old business was discussed.

XV. **New Business: No additional new business was discussed.**

XVI. **Plus / Minus:** Paul Gartz facilitated a positives / negatives assessment of the BoG meeting. Comments are in Attachment 5.

XVII. **Adjournment:** Paul Gartz adjourned the meeting at 4:55 p.m. on October 18.

Agenda
AESS Board of Governors Fall Meeting
Tampa, FL
October 17, 2005

Part 1   AESS Strategic and Growth Management

Agenda
AESS Board of Governors Spring Meeting
Marriott Waterside; Tampa FL
October 17 – 18, 2005

Part 2   AESS Daily Management

Item # Reviewer	Description	Responsible
I.	Call to Order Introductions (Any missed only) Adoption of Agenda BoG Photo Op	Paul Gartz
II.	"Working Together Workshop"	
III.	Secretary/COO's Report Approval of Minutes Next 2 Meetings	John Weyrauch
IV.	President's Report	Paul Gartz
V.	Executive VP's Report	Jim Leonard
VI.	Treasurer/CFO's Report	Charley Gager
VII.	New Motions International Director Officers GOLD BoG Voting Member Global Chapters Chair BoG Voting Member New VP - Chapters	Paul Gartz and ELC

VIII.	Election of Presidents/EVP	Russ Lefevre
IX.	Special Report on Chapter Summit	Ron Ogan
X.	Partnerships/Potential Mergers: ISIF	Dale Blair
XI.	Action Item Review	John Weyrauch

XII.   VP Reports

	Publications	Ed Reedy/Dave Dobson
	Education	Saj Durani
	Technical	Jim Huddle
	Reconcile AESS "Reps"	
	New G&C Panel (old SAE G&C) Welcome	John Weyrauch
	Administration	Bob Trebits
	Conferences	Barry Breen/Iram Weinstein
	Best Practices Meeting	Iram Weinstein
	Advances in Space Technology Conference	
	Aerospace Conference Resolutions	
	SMC SoS Conferences 2006+	
	Systems Council Co-sponsorship	
	INCOSE/AESS Conferences Sponsorships	
	Others?	
	Member Affairs	Walt Downing

XIII.	Old Business
XIV.	New Business
XV.	Adjournment

Group 1

- Systems Engineering
  - Promote SE internationally – How?
- Assist with accreditation of SE – CMMI
- Promote value of systems thinking for benefit of "humanity" – solve complex problems
- Former USAF non-com ranks as members
- Add 2 more AESS chapters to the other Australia sections
  - Ron Ogan
- Partner with Computer Society to complement CMMI
- Aerospace industry and defense procurement are driving SE
- University of Queensland has SE program (new student/branch chapter –Jose?)
- Safety & Security
- Health Care (partner with EMBS?) Telemedicine?
- Sustainability wrt agriculture & environment
- Climate change and complex systems
- Partner with Sensors Council and Remote Sensing
- In Australia – remote sensing for non-climate applications (e.g., utilities, agriculture, transportation, etc.)
- Data Fusion
- Modeling & Simulation for operations system simulation experiments
- SoS standards involvement
  - Help lead working group
  - Get industry involved
- Aerospace and nanotechnology

Group2

What is the IEEE not doing?
1. Not providing new engineering talent (mainly US problem)
2. Not addressing "SoS" and "FOS"
3. Not organized to "flatten"
4. Not addressing systems engineering
5. Sensor Fusion
   a. Data Fusion
6. Swarm Theory (Robotics)
7. Exposure of new technologies to developing countries

1. Evaluate need by country
   a. Identify champion
   b. Do summits / workshops between industry / academia / students
      i. In country when needed

2. Education modules on FoS/SoS
    a. Add to Distinguished Lecturer Program
3. Use Chapters, etc. to migrate joint conference, etc
4. See 1 & 2

Group 3

1. Market Gaps
    a. Hot topics
        i. Nanotechnology
        ii. Medical applications
        iii. Security
        iv. Sensor networks & integrated sensors
        v. Small (very) satellites
    b. Needs not being met
        i. Slow response to "hot topics"
        ii. Expanded education
            1. Distinguished lecturers
            2. Tutorial series
2. Specific Events Planned
    a. Series of half day or full day low cost events (seminars or workshops)Tyrrhenian workshop in 2006 – space
        ii. NATO event 2006 (Tuscany, September)
        iii. SATNAV event – September 2006
    b. ASI/Regional technology
    c. New 1 day seminar / workshop
        i. Nano technology in the SoS vison
3. Proposals
    a. Series of proposals on SoS
    b. SoS focus on …
    c. Technical Partners
        i. Chapter in UKRI

Attachment 3

IEEE AESS Board of Governors Action Items For Fall 2005 Meeting

<u>**Action Items:**</u>

(AI 2003-05-01) Develop a multi-year business plan for AESS – Action: **Charles Gager and Paul Gartz. OPEN – Paul and Jim and Leadership Team to develop Fall 2005**

(AI 2003-05-03) Create an email list of Chapter Chairs – Action: **Bob Trebits. OPEN Fall 2005**

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

 (AI 2004-04-02) **Modified Action: Get data base developed for Chapter officers, Distinguished Lecturers, and BoG information (photos, resumes, Excel spreadsheet) (Ron Ogan, Bob Trebits, Jim Huddle, John Weyrauch)**

(AI 2004-04-03) Each member/participant should create 1 page bio with picture and send to Bob Tribits. The bio should include a first section that describes your role on the BoG and areas of responsibility. Action: **All Active BoG Members and Participants OPEN**

 (AI 2004-04-06) Create web page for the System Engineering Panel. Action: **need information from Paul Gartz, Bob Rassa, Paul Kostek OPEN**

(AI 2004-04-07) Create web page for the Target Tracking & Sensor Fusion Panel. Action: **need information from Dale Blair OPEN Fall 2005**

(AI 2004-04-15) **Modified Action: Bob Trebits to work with Mary Ward-Callan to develop Word based letterhead that can be tailored to each individual member. Also, get IEEE AESS business cards for all BoG members that want them (Bob Trebits)**

 (AI 2004-09-02) For the Spring 2005 meeting bring sample MOA to the Board and a plan for how VP Conferences will mechanize a process for conferences getting IEEE approval (**Barry Breen**) **OPEN Fall 2005**

(AI 2004-09-03) AESS to get update on IEEE XCELL training initiative and become resource for source material for training/tutorial activities (**Sajjid Durrani**) **OPEN Fall 2005**

(AI 2004-09-04) For additional Systems of Systems activities, contact Steve Bonk, committee chair, of IEEE Transportation and Aerospace Policy Committee (**Paul Kostek**) **OPEN Fall 2005**

(AI 2004-09-05) Develop training/orientation package for chapter leadership (**Ron Ogan**)

(AI 2004-09-08) Set up conference best practices session within AESS conferences in Fall 2005 in conjunction with the BoG meeting. Address both best practices and on-going issues. Include 2 members from each conference's board. Also, include a discussion of changes in the technical fields covered by the conference. Contact Mary Ann DeWald and Bob Rassa for IEEE resources. (**Iram Weinstein**) **OPEN Fall 2005**

(AI 2004-09-14) **Modified Action:** Dale and Peter will adjust an existing panel to better align it with the objectives of ISIF. (**Dale Blair and Peter Willett)**

(AI 2004-09-14A) Paul Gartz to write letter asking ISIF to join AESS (**Paul Gartz**)

(AI 2004-09-15) Generate paper work to get AESS as technical co-sponsor of new conference with NDIA in SoS - Interoperability / Net Centric Operations conference (**Bob Rassa**) **OPEN**

(AI 2004-09-17) Conduct web search for conferences AESS technically co-sponored in the past to get them to continue AESS sponsorship in the future. (**Barry Breen**) **OPEN Fall 2005**

(AI 2005-03-1) Send Introduction VG and Big Sky picture to each member for them to update and send to Bob Trebits to put on web (**John Weyrauch and all BoG members**)

(AI 2005-03-2) Get AESS membership demographics by region to see where growth and decline is taking place (**Bob Rassa**)

(AI 2005-03-3) Tsuneo, Hugh, and Marina get together to form AESS BoG International Committee and develop a set of key near term actions with necessary budgetary and people resource needs, specific deliverables and measures of success. (**Tsuneo Takahashi, Hugh Giffiths, and Marina Ruggieri due by end of March 2005**)

(AI 2005-04-4) Develop options for relationships between universities and the IEEE and propose a modified MOU for university / IEEE relationship similar to the Boeing / IEEE MOU (**Hugh Griffiths**)

(AI 2005-04-5) Approach AFIT, SMU, and Stevens Institute facilty about setting up AESS student chapters on those campuses. (**Bob Lyons, JR. and Bob Rassa**)

(AI 2005-04-6) Ron Ogan to determine how much funding is necessary to support web site updates for all AESS chapters and have Charles Gager get the line item into the AESS budget. (**Ron Ogan and Charles Gager**)

(AI 2005-04-7) Dave Dobson needs help in getting tutorial materials out to chapters. (**Ron Ogan to work with Dave Dobson**)

(AI 2005-04-8) Hugh, Marina, and Tsuneo to develop topics for 15 to 30 minute DVD to highlight and grow international activities in their specific regions. (**Hugh Griffiths, Marina Ruggieri, and Tsuneo Takahashi**)

(AI 2005-04-9) Bob Lyons, Jr. to explore AESS involvement in health management & prognostics technology through collaboration with the Built-in Test Committee of the NDIA Systems Panel chaired by Bob Rassa. (**Bob Lyons, Jr**)

(AI 2005-04-10) John Weyrauch to contact Dr Kanai to make him aware of the AESS C&G panel and see if he would be interested in joining that panel. (**John Weyrauch**)

(AI 2005-04-11) Look into mechanisms for attendees of AESS world-wide events (conferences, distinguished lectures, etc.) getting recognition (like continuing education credit). Sajjad should consult with Cary Spitzer, Hugh Griffiths, Marina Ruggieri, William Lyons, Shunjun Wu, and Ram Gopal Gupta. Sajjad should also consult with Mariana on her idea of an MOU with individual universities. (**Sajjad Durrani**)

(AI 2005-04-12) Add hyper link for each AESS officer to their e-mail address on the AESS web site. (**Bob Trebits**)

(AI 2005-04-13) John Weyrauch to contact C&G committee to get XCELL and magazine tutorial material (**John Weyrauch**)

(AI 2005-04-14) Sajjad to contact David Dobson in reference to use of the Systems Magazine and tutorials for AESS education activities (**Sajjad Durrani**)

(AI 2005-10-1) Jose Bolanos requested that we get high-level IEEE representatives at the next meeting to discuss policies, practices, and services. **(Jim Leonard)**

(AI 2005-10-02) Develop and implement a specific approach to knowledge capture from senior AESS leaders. **(Jim Leonard)**

(AI 2005-10-03) All International Directors to develop list of key industry and government partners in their area and a list of current IEEE agreements and activities through contact with Ted Hissey and review of the IEEE web site www.ieee.org/nsa. Directors should then get the information to Bob Tribets for inclusion in the AESS web site. **(Hugh Griffiths, Ram Gopal Gupta, Bill Lyons, Marina Ruggieri, Tuseno Takahashi, and Shunjun Wu)**

(AI 2005-10-04) Distribute general MOA framework to John Weyrauch and he will distribute it to all the International Directors **(Jim Leonard and John Weyrauch)**.

(AI 2005-10-05) All board members review the proposed By Law changes hosted on the AESS web site and get proposed revisions to Charles Gager by 15 November. **(All BoG Members)**

(AI 2005-10-06) Saj Durrani wants all BoG members to forward to him their recommendations of potential tutorial authors for the IEEE Expert Now program. He is most interested in working with tutorial authors who have already prepared the material and given the tutorial in the past. **(All BoG Members)**

(AI 2005-10-07) Report back to the BoG at the next meeting (Spring 2006) with alternative business and marketing models for tutorials. Also, look at additional sources for tutorial material including AESS conferences, chapters, and tutorial publications. **(Saj Durrani)**

(AI 2005-10-08) Provide to Bob Trebits for posting on the AESS BoG web site, a presentation that is a comprehensive overview of all of IEEE for use in partnership discussions with other organizations. **(Paul Gartz or Jim Leonard)**

(AI 2005-10-09) All International Directors study their "markets" and determine key market characteristics as begun yesterday in the BoG Gap Analysis session. **(All AESS International Director)**

(AI 2005-10-10) Ron Ogan form a committee with himself, Jim Leonard, the International Directors and the 2 new Chapter representatives to analyze the data collected at the Oct 2005 AESS Chapter Summit and develop specific action plans. **(Ron Ogan)**

AESS Expansion Initiatives
With 2005 Budget Increments

AESS Category	Domain	Initiative	Amount	RAA	Status	Comments & Status
Admin & Comm						
		LCD Projector Purchases		*Bob Trebits*		*Decided no. Bob R suggestion.*
		Web Site Redesign	$15,000	Bob Trebits	Approved	
Awards .						
		Fully fund AESS Awards: Pioneer, Nathanson, Carleton and Mimmo Awards		Charley Gager		TAB concurrence needed. Need $175,000 to fully endow.
		Simon Ramo Award	$55,000	Charley Gager		TAB concurrence needed.
		Systems Eng Advancement Prize	?	TBD		
Chapters .						
		Chapter Summit	$94,379	Ron Ogan	Approved	(max…likely to be $60,000)
		Chapter Support	$25,000	Ron Ogan		Need proposal…get chapter requests at Chapter Summit
Conferences Activities						
		Best Practices Meeting	$15,000	Iram Weinstein	Approved	Iram
		CSER Lunches	$4,000	George Friedman	Approved	
		Students to Attend Conferences	$25,000	Barry		Still possible? Need proposal.
Education & Training						
		Additional IEEE Expert Modules	$40,000	Saj Durrani	Approved	
		U. of Missouri Student Chapter	$5,000	Jim Leonard	Approved	
International Expansion						
	Australia	UAV/ATM Symposium	$20,000	Bill Lyons	In Work	Proposals Coming
		Science Prize	$200	Bill Lyons	Approved	
	China	Symposia in Beijing, Xian, Shanghai	$2,500	Shunjun Wu	Approved	In Planning
	Great Britain	NATO Sensors Workshop		Hugh Griffiths		Needs proposal w/Marina
		Student Award	$200	Hugh Griffiths		Needs proposal
		One more		Hugh Griffiths		Needs proposal
	India	ATM Symposia	$20,000	Ram Gopal Gupta	Approved	
		Nat'l Student Design Contest	$5,000	Ram Gopal Gupta	Approved	
	Italy	Student "Fellowship"	$7,000	Marina Ruggieri	Approved	Title = "International Convergence and Perspectives of Aerospace and Electronic Systems"
		Symposium Oct 26	$4,000	Marina Ruggieri	Approved	
		Travel to BoG	$2,500	Marina Ruggieri	Approved	
	Japan	TBD		Tsuneo Takahashi		Did a seminar. More?
	International Development	Global Development Trip	$14,100	Zafar Taqvi	Approved	In Planning
		Leadership Team Support Travel	$20,000	AESS Leaders	Approved	Includes trips taken
		Directors Tampa Expenses	$15,750	Directors	Approved	To attend BoG + Chapters Summit
Publication Activities						
		?		Ed Reedy		Anything?
Technical Activities						
		IEEE ICEO Support	$10,000	Paul Gartz	Approved	ICEO=Intl Committee on Earth Observa
		?		Jim Huddle		Anything?
Prior 2005 Surplus			$512,000			
Total 2005 Increment			$399,629			
Projected 2005 Surplus			$112,371			
Committed 2005 Surplus			$162,000			
Add'l 2005 Funds			-$49,629			

Attachment 5
Plus / Minus Feedback on BoG Meeting

+	-
• Chapter Summit worked	• Send issues ahead of the meeting
• Good food	• Conduct Board meetings like corporate board meetings with motions before hand
• Good wine	• Not reading materials beforehand
• Good to participate in an international forum	• Agenda available before meeting
• Good to tie BoG meeting to Section Congress or other IEEE event	• No AVP conference
• Good move to add stakeholder value	• Don't engage in group activities
	• Use facilitator
	• Make strategic planning separate from BoG

	• Need welcome wagon for new members and include BoG corporate covenants
	  - Add value
	  - Mitigate risk
	  - Hold management accountable for performance

	• Short term not accountable
	• BoG too rules focused
	• Need measures of success
	• How to manage month by month