

**AESS BoG Fall 2014 Meeting
Renaissance St. Louis Grand Hotel
St. Louis, MO
September 18-19, 2014**

Attendees: Bob Lyons, Maria S. Greco, Jim Leonard, Bob Rassa, Iram Weinstein, George Schmidt, Bill Walsh, Walt Downing, Erik Blasch, Kathleen Kramer, Ron Ogan, Robert Ewing, Roger Oliva, Hugh Griffiths, Dale Blair, Judy Scharmann

Guest: Erv Gangl

Absent: Marina Ruggieri, Yuri Abramovich, Joe Fabrizio, Lance Kaplan, Leo Lighthart, Alfonso Farina, Jim Howard, Frank Reyes, Peter Willett

Call to Order, Introductions, and Adoption of Agenda - Lyons

Bob called the meeting to order at 8:30 am. Self introductions were made.

MOTION: Hugh Griffiths moved to adopt the agenda as adjusted. Motion passed. MO-0173

Hugh announced the slate for the Officers from the N&A Committee. He announced that nominations from the floor will be taken until the end of today.

President's and Executive Vice President's Message to BoG - Lyons, Pace

Bob Lyon's spoke, thanking the BoG for all the work throughout the year.

Teresa discussed the Strategic Planning meeting that was held yesterday.

Bob announced we have a Society Review in February. This is an opportunity for us.

Secretary's Report, approval of the minutes - Greco/Scharmann

MOTION: Maria Greco moved to accept the minutes of the Spring 2014 BoG meeting as written. 2nd Bill Walsh. Motion passed. MO-0174

IEEE TAB meeting highlights - Lyons

Bob highlighted discussions from the June TAB meeting.

Should we consider being a Affiliate partner with the Transportation Electrification Committee. It would be \$3,000 per year for 3 years. There was discussion supporting this.

There is a lot of information going around about Open Access.

There are current plans to bring more understanding to the IEEE budgeting process.

Session 1 - Reports and Actions from Officers

Strategic Planning Overview - Pace

Teresa discussed the different approach we are taking to our Strategic Planning process. We plan to have a complete plan by the end of 2014. We will identify strengths, weaknesses, opportunities, and threats.

Teresa introduced the possible Mission Statement. Mission Statement is why we exist. Vision Statement: what do we want to look like in 3 years?

Technical Operations - Oliva (see slides)

Roger gave the current panel status. The panels that are "defunct" need help to get started again.

There was a lot of discussion on Cyber Security.

ACTION ITEM: Kathleen Kramer - Discuss and revitalize Cyber Security Panel. Kathleen Kramer is chair. AI-0527

Roger discussed the tutorials to be presented and recorded at DASC.

ACTION ITEM: Roger Oliva - Send the Control and Guidance activities to Bob Rassa and Iram Weinstein. AI-0528

Erik reviewed what was happening at DASC. The conference is in October 2014 in CO, next year in Europe. Roger is hoping to discuss the Avionics Panel at the conference.

Standards - We are looking for a person to lead this.

ACTION ITEM: Roger Oliva - Send updated panel chairs list to Judy. AI-0529

We have a good Mission Statement.

ACTION ITEM: Roger Oliva - Write a Vision Statement for Technical Operations. AI-0530

Industry Relations - Greco for Farina

We discussed the AIRW. It is ready to be published. Judy is unclear what Conference Catalysts responsibility is to maintain the site. Peter Willett is in charge of the website, so Bob tasked him to sort this out. The blog was

discussed. There was discussion on whether this would be successful. There was discussion regarding using LinkedIn instead of maintaining our own blog.

This webpage is a "framework." It needs content.

ACTION ITEM: Judy Scharmann - Define what we need to do to get the AIRW on the AESS website. 1) we need someone to send content. 2) we need someone at Conference Catalysts to keep up with updates. 3) we need a moderator for the blog. (or point to LinkedIn) AI-0531

In summary, so far all has been done with no cost, just time investment. To go forward, we need resources that will cost money.

It was pointed out that Alfonso's slides include his company's proprietary markings. All must use the generic AESS template for presentations.

ACTION ITEM: Judy Scharmann - Take all of Alfonso's and Wolfgang's slides off the website until they have been put on the AESS template. Send Alfonso the AESS slide template. AI-0532

Member Services - Schmidt

George presented the 3-year strategic goals and all the associated actions taken throughout the year.

George discussed the fact that when one goes to renew the IEEE/AESS membership, the new Conference Digital Library is not listed. This is a new benefit. We need to get the advertising for this in the Systems Magazine.

ACTION ITEM: George Schmidt - Work with Teresa Pace to get Conference Digital Library advertisement in the magazine. AI-0533

ACTION ITEM: Judy Scharmann – Update the 2014 membership applications in the magazine and prepare the 2015 applications. AI-0534

ACTION ITEM: Judy Scharmann – Keep the Conference Digital Library announcement in the QEB for 4th quarter. AI-0535

The email campaign has produced good results. Our membership to date is up 2.8%.

The membership page doesn't seem to add up to what we offer. Our Systems Magazine is not even listed. It should be listed with zero cost.

Chapters (Blasch)

Erik Blasch gave an update on Chapters.

Leo's presentation at Sections Congress went well. He will send a report.

German Chapter (Koch)

Wolfgang presented on the German Chapter.

A business plan was drafted for the German Chapter. So many interested parties were not IEEE members, nor a member of AESS.

The petition for the new chapter has been submitted.

Wolfgang spoke about two technical workshops. It is too late to advertise, but Wolfgang will send a report to the magazine and the QEB, with pictures.

ACTION ITEM: Wolfgang Koch - Write a report for the magazine and the QEB on the "Sensor Data Fusion" workshop and the Inertial Sensors and Systems Symposium. AI-0536

Conclusion: Germany is an under-developed IEEE AESS country.

The fact that the Region map includes "Region 8 – Africa, Europe, and Middle East" has a negative perception by European scientists. Wolfgang should be the voice to IEEE about the Region map issue. Also, Bob Lyons, as President needs to also carry this message. We need a combination of people to carry this message.

ACTION ITEM: Wolfgang Koch - Develop an AESS Flyer informing about AESS and German Chapter. Judy will send Erik and Wolfgang the current editable Membership Brochure. AI-0537

A strong US/Germany relationship is important. Wolfgang would like to have the October 2015 BoG meeting in Germany.

Student Projects (Rassa)

Fellows: Bob Rassa also reported on Fellows, and indicated that it needs to be included on the agenda under Membership.

Board members Iram Weinstein, Rob Ewing, and Marina Ruggieri were promoted to Fellows in 2014.

We had 20 nominations for 2014. 6 were elevated, which is a good percentage.

Student Projects – Rassa

Bob reported that we had 4 requests.

MOTION: Bob Rassa moved that we accepted the following Student Project Requests:

\$5,000 - Loyola Blakefield, Towson, MD

\$2,500 - Missouri University of Science and Technology, Rolla, MO

\$5,000 - Rowan University, Glassboro, NJ

\$2,000 - IEEE Region 2 Student Activities Conference

Total request: \$14,500.

Jim Leonard 2nd: Motion passed. MO-0175

Discussion: We are well in the budget, we can afford this. Everyone liked projects such as these.

There is a student chapter at Rowan. It needs to be added to the AESS website.

ACTION ITEM: Judy Scharmann - Add the Rowan University student chapter to the AESS webpage. AI-0538

Young Professionals Activities (Stallo)

Cosimo Stallo's presentation of the Young Professionals Activities was reviewed. It was discussed that IEEE will give \$500 to support a YPP meeting.

ACTION ITEM: Judy Scharmann – Send STEP funding application to Erik Blasch. AI-0539

ACTION ITEM: Judy Scharmann - Distribute the AESS slide template to the BoG. AI-0540

Publications - Blair for Willett

Dale reviewed the Strategic Mission and Strategic Plan.

Transactions (Kaplan)

Dale reviewed the Transactions. We are trying to get into EO/IR environment. AESS is not normally thought of for this, and we want to change this.

ACTION ITEM: Erik Blasch – Increase our publication area in the Transactions for EO/IR. Report to Peter/Dale. AI-0541

There was discussion on the Submissions by Technical Areas. The number of submissions in Radar is heavy. We do not want to be seen as only a radar society. There are very few papers in automated testing. Maybe we need to solicit.

There was discussion about Associate Editors (AE) Performance. Dale, Lance and Peter really need to review this and see if there are any problems regarding too high acceptance or rejection rates.

ACTION ITEM: Peter Willett/Lance Kaplan/Dale Blair – Review the AE Performance and see if there are any problems with acceptance rates. AI-0542

ACTION ITEM: Dale Blair/Judy Scharmann – Send an email to authors who are not members of AESS. Also send this wording to Wolfgang. AI-0543

Systems Magazine (Pace)

Teresa reported on the Magazine.

ACTION ITEM: Judy Scharmann – Update the upcoming magazines on the website. Develop systematic process for this. AI-0544

ACTION ITEM: Walt Downing – Follow up on SKY TELESCOPE article regarding satellite rendezvous with an asteroid as possible publication in Systems Magazine. AI-0545

Dale reviewed Student Highlights.

Dale reviewed the status of advertising in the magazine. We are looking at a more targeted approach.

Dale reviewed Special Issues.

Tutorials (Dale Blair)

Tutorial VII has been published. There was discussion about turning the written tutorials into presentation form and presenting them at a Chapter meeting or conference.

QEB (Walsh/Scharmann)

IEEE is now producing the QEB. Judy works with Jennifer Dedrick each quarter.

Bob Lyons commented on the success of our Publications, and he commended all.

Conferences - Weinstein

Iram reviewed the Strategic Plan for conferences. He showed the Mission Statement and Vision Statement.

Iram presented the 3-year objectives.

Iram reviewed the TAB rules for Technically Co-Sponsored Conferences. This will begin in 2016. There was a lot of discussion on this. Iram showed an example of a conference (EuRAD) showing that if we absorbed all of the expense, we would lose about \$18,000 per year.

We need to have a preferred approach to this. There are several options. It was suggested that AESS pay the \$1,000 and ask the conference to pay the \$15 per paper, and that we collect all the revenues. Or split it down the middle. We are not prepared to vote on this. We need VP Conferences to make informed decisions. We need a

standard formula. Everyone likes the idea of we pay the \$1,000 and the conference pays the \$15 per paper. Iram will decide.

RadarCon - Apparently the word "con" is offensive to our French speaking members. It was decided to change the acronym to RadarConf.

Iram would like more help with the tasks of VP Conferences. George Schmidt said he would help.

Finance - Ogan/Rassa

Ron presented the Finance Mission and Vision.

Ron reviewed highlights.

ACTION ITEM: [Judy Scharmman - Distribute Chris Dyer's Conference presentation to the board. AI-0546](#)

Discussion items:

- The 2015 budget submitted shows a \$55K surplus.
- When we know someone is going to a conference, we need to arm them with packets of materials.
- Our travel expenses are low, but some have not submitted expense reports from April.
- There have been no DL requests for funding this year, even though DLs are being given.
- At the end of this year, we are going to see much lower surplus numbers from conferences.
- A possible Chapter Summit was discussed again. A Chapter Summit is too expensive. Is there a better way to engage chapters? Maybe more through the sections.

Education

Fabrizio (remotely)

Distinguished Lecturer, Online Tutorials

No report.

International Directors

The only report is from Marina Ruggieri (Italy and Western Europe).

ACTION ITEM: [Marina Ruggieri - Send a note to Sunjun Wu and ask if he can be International Director for Region 10. AI-0547](#)

Leo sent email to Erik about the Sections Congress. All was positive. His presentation was video recorded so we can put this on our site.

Luis has stepped up in South America. In the last 2 years, we have funded him \$5,600. We have 3 new chapters. He has helped us establish AESS in South America.

We reviewed the Industry Website. A subcommittee was named to go through the website and decide on content. Judy Scharmman, Teresa Pace, Maria Sabrina Greco, and Dale Blair.

ACTION ITEM: [Judy Scharmman - Send the committee \(Teresa Pace, Maria Greco, Dale Blair\) the link to the AIRW and set up a telecon to discuss. AI-0548](#)

ACTION ITEM: [Judy Scharmman - Order a large AESS banner for Jim Leonard. AI-0549](#)

Recess until September 19.

September 19, 2014

Bob called the meeting to order at 9:07.

N&A - Hugh Griffiths

Hugh presented the slate of candidates from the N&A Committee:

VP Conferences: Iram Weinstein
VP Education: Joe Fabrizio
VP Industry Relations: Alfonso Farina
VP Membership: George Schmidt
VP Publications: Dale Blair
VP Tech Ops: Roger Oliva
VP Finance: Ron Ogan

Nomination from the floor for Tech Operations: Walter Downing.

Hugh outlined the procedure for the vote. Walt and Roger leave the room. We will have 5 min. from each candidate, questions, and then will proceed with a secret ballot vote.

Vote: Walt Downing was elected VP Tech Ops for 2015.
The slate was approved for the others.

Hugh discussed the order we elect the eight board members. First, six are elected by the AESS membership, then two are elected by the BoG. Things seemed to work reasonably well, and it was decided to keep this order, but send out the schedule of voting so people can put it on the calendar. All agree.

Hugh raised the issue of voting electronically when not at the meeting. The Bylaws do not say anything about this. Discussion: It was decided that if the voting is conducted in real time, yes, we could allow for remote voting.
ACTION ITEM: [Judy Scharmman - Contact Jayne Cerone and find out if there is anything that would keep us from voting electronically via telephone, Skype, etc. in real time. AI-0550](#)

Liaisons -

Jim Leonard spoke about IEEE USA.
Jim spoke about the IEEE Historical Milestones. Wolfgang is interested in nominating one for Germany. Hugh and Wolfgang will prepare the material to be ready for Fall.
Jim suggested on meeting up with a student meeting in the future and inviting the students to our meeting.
Bob feels that the Liaisons belong under Tech Ops. This will be under Technical Operations going forward.

Awards - Erv Gangl

Erv reported on the Awards given this year.

Erv reported on the Judith Resnik Award.

Erv reported on the Robert T. Hill Best Dissertation Award. There was discussion. Some advertising strategies were discussed.

Old Business - none

New Business

Bob Lyons presented some charts on the Transportation Electrification Community. This is transitioning into a Technical Community. We can become an Affiliate Member of the Technical Community for \$3,000 per year for three years.

Core societies are putting in \$30K to \$50K.

MOTION: Roger Oliva moved that the IEEE AESS become an Affiliate member of the Transportation Electrification Technical Community, at \$3,000 per year for 3 years. 2nd Hugh Griffiths. Motion passed. MO-0176

Discussion: This is timely. This is real and this will impact what we do. It would be short-sighted not to participate.
Bob Lyons appointed Teresa Pace to be our representative to the Transportation Electrification Technical Community.

Roger Oliva presented the Radar Panel with the AESS Best Panel Award.

Mark Davis is coming on the board next year. Mark is going to assist Iram with Conferences.

ACTION ITEM: [Judy Scharmman - Order a Past President's pin for Hugh Griffiths. AI-0551](#)

MOTION: Ron Ogan moved to adjourn the meeting. 2nd Hugh Griffiths. Motion passed. MO-0177

The meeting was adjourned at 11:30 am.