



**AESS Fall 2020 Board of Governors Meeting
September 24-25, 2020
Virtual Meeting**

Attendees: Walt Downing, Mark Davis, Joe Fabrizio, Marina Ruggieri, Michael Braasch, Michael Cardinale, Fabiola Colone, Maria Sabrina Greco, George Schmidt, Laila Moreira, Stefano Coraluppi, Hugh Griffiths, Peter Willett, Michael Rice, Roy Streit, Dale Blair, Kathleen Kramer, Sarana Tse, Francesca Filippini, Philipp Wojaczek, Lance Kaplan, Yonina Eldar, Michael Noble, Fulvio Gini, Alfonso Farina,

Non-voting: Bob Rassa

Absent: Lorenzo Lo Monte, Mike Wicks, Wolfgang Koch, Xiaopeng Yang

Staff: Judy Scharmann, Amy Krutz

Call to Order – Walt Downing

Mark Davis called the meeting to order at 7:07.

Review of Meeting Procedures – Mark Davis

Mark reviewed the virtual meeting protocols.

Approval of Last Meeting's Minutes/Adoption of Agenda – Marina Ruggieri

MOTION: Marina Ruggieri moved to accept the minutes of the Spring 2020 Board of Governors Meeting as written. Mark Davis 2nd. Motion passed. MO-0267

MOTION: Marina Ruggieri moved to accept the meeting agenda as presented. Seeing no objections, the motion passed. MO-0268

President's Comments – Walt Downing

Walt welcomed everyone to the meeting.

We need to continue operating virtually for the foreseeable future.

Walt reviewed the composition of the Board, both Members-at-Large, Officers, and Committees.

Walt reviewed accomplishments and challenges from 2020

Finance Report – Mike Cardinale/Bob Rassa

Bob reviewed the budgets and actuals for 2018 and 2019. He reviewed 2019 highlights.

Bob reviewed the Summary 2020 Budget.

Bob reviewed the 2021 Budget.

The bottom line: AESS is quite solvent.

We've agreed in principle to re-vamp the AESS website. That will be coming next year.

We are solvent enough to do the things we want to do for our membership. It was suggested that we brainstorm some initiatives that would have tremendous impact on our membership. It was suggested to

look at what other societies are doing. We need to let our chapters know that we have money that can help them in their activities.

It was suggested that we organize a good challenge and have groups compete. The Radar Challenge did not make in Florence due to COVID. We may need to wait until COVID is over before initiating challenges.

Education Report – Judy Scharmann for Lorenzo Lo Monte

Judy reported on the new AESS Virtual Distinguished Lecturer Series, giving statistics and showing great positive impact for the Society.

MOTION: Lorenzo Lo Monte moves to transfer the unused \$3,000 for the Radar Summer School for Radar Conf 2020 in Florence to Radar Conf 2021 in Atlanta, GA, US. MO-0269

Discussion. Radar Conference in Atlanta is about to go virtual.

It was suggested that we make this a standard expense and carry it forward each year. We shouldn't have to pass a motion every year.

Fulvio Gini reported that the Radar Conference in Florence did run the Radar Summer School and it was quite successful in the virtual mode. It did incur some expense.

Bob Rassa reported that the \$3,000 has already been transferred to the conference and can be used. Motion withdrawn.

Walt congratulated the Education Committee for pivoting due to the pandemic and implementing the Virtual DL Webinar Series.

Publications Report – Sabrina Greco

This is the last meeting for Sabrina as VP Publications.

Sabrina reviewed the list of goals began in 2018. She gave achieved results for each goal.

The next goal for the T-AES is to move from EJ Press to ScholarOne. The service from EJ Press has not been as efficient in the last few years. We are currently waiting on a quote.

We have not met the goal to increase the contributions to AES publications from industry by two articles per month.

Sabrina reviewed the next goals for the Magazine, including:

- increase the number of ads
- increase the number of interviews
- increase impact factor to at least 2

We achieved our goals for the QEB. The QEB quality has increased dramatically over the past 3 years.

Ongoing goal: create a new Transactions on Radar Systems. This is still being discussed and we will present at the TAB meeting in February 2021. There was discussion on how to proceed with our current Radar papers. We are not moving papers, just moving the area.

With regards to moving to ScholarOne, we want to be able to get the EJ Press data for archiving. It would be expensive, but worth it.

Walt congratulated Sabrina and the Pubs committee for a job well done.

There was interest in submitting a Special Issue for the Magazine. They are announced on the website and in the magazine. We also put it into the QEB.

ACTION ITEM: Judy Scharmann – Send the new special issue call out to the membership and push out on Social Media. AI-0976

Industry Relations Report – Mike Noble

Mike gave a verbal update of the committee's five objectives. The major objective is growing our engagement with industry by reaching out through the Board of Governors and Chapter industry members. It was suggested that we establish a webinar for industry continuing education.

Mike reported on the AESS Presentation that was given to the Islamabad section by Lorenzo Lo Monte and Laila Moreira. This was provided to help them grow a chapter.

Mike presented a chart that he wants to market.

ACTION ITEM: Judy Scharmann – Have a promotional flyer designed based on the ppt chart that Mike wants to market. AI-0977

It was suggested that we consider a broader scope for Industry Relations, expanding to government and academia. This will attract industry.

It is easier to get some people to participate virtually than if they have to travel.

AUTOTESTCON has an Industry Panel that has been successful. We should apply this model to other conferences.

Mike thanked his committee.

Technical Operations Report – George Schmidt

This is last meeting for George Schmidt as VP Technical Operations. George thanked his committee.

George listed the goals that he started 3 years ago.

Starting new panels and sunseting those whose relevance has expired was his main goal.

The committee also implemented a best panel practices and posted it on the website as a resource.

Avionics and Cybersecurity have a special issue planned.

ACTION ITEM: Mike Braasch/George Schmidt – Investigate a 50% share for DASC, since we are now supporting DASC more. AI-0978

George reviewed the panel activities and membership numbers.

In next QEB, all panel chairs have short write-ups to emphasize membership.

MOTION: George Schmidt moves that the Best Panel Award shall include an amount of up to \$1,000 for the panel to use in enhancing its operations and furthering AESS objectives, with prior authorization of expenditures by the AESS Treasurer, beginning in 2021. This came from committee, no 2nd needed. Motion passed. MO-0270

The process for selecting the Best Panel Award was discussed. A nomination is submitted and the committee reviews the nominations and makes the selection.

We need to stipulate what money will be used for. This addition of money will need to go through TAB ARC.

ACTION ITEM: Judy Scharmann – Submit new prize item for Best Panel of the Year Award to IEEE TAB Awards Arc for approval. AI-0979

Panel reports are included in George's slides.

Walt congratulated George on a job well done.

Bob Rassa asked that the officers please respond to the SRC report by today. IEEE SRC said AESS is one of the best managed society in all of IEEE.

Recessed at 10:35 am EDT and will reconvene tomorrow, September 25 at 8:00 am EDT.

Member Services Report – Fabiola Colone

Fabiola presented updates of the Member Services Committee. She reviewed the committee goals. AESS has increased membership in 2020. We are now over 5,000 members. We are leading Div. 9 in membership increase. We have the highest number of student members in 5 years.

Fabiola reviewed the 7 objectives.

1. Regional Chapter Summit – Region 1-6 was cancelled. Region 9 in 2021 is suspended. The Chapter Summit will be difficult to hold virtually.
2. Funding opportunities for Chapters – we have revised this to increase the amount of funds.
3. Communication with Chapters.
4. Review of Membership fees and benefits.
5. Strategies to spread information. It was suggested to get the QEB in the IEEE App.
6. YP and Student Member events.

7. Mentoring Program.

It was suggested to engage chapters with the virtual DL program. We can ask a chapter to host a virtual DL.

Awards – Fulvio Gini

Fulvio reviewed all the 2020 award recipients.

Fulvio gave a brief update of the committee.

Fulvio reviewed the proposed committees for the awards, including the new Early Career Award.

We still need a committee member for the Society Pioneer Award and the Industrial Innovation Award.

We need to keep diversity in mind with these appointments.

ACTION ITEM: Board – Send suggestions to Fulvio for the Pioneer Award and the Industrial Innovation Award committees. AI-0980

Nominations & Appointments – Joe Fabrizio

Joe presented introduction to the N&A committee, thanking them for their work. He reviewed the election process.

MOTION: Joe Fabrizio moves that the list below be appointed by acclamation. This comes from committee, no 2nd needed.

VP Conferences, Michael Braasch

VP Education, Lorenzo Lo Monte

VP Finance, Mike Cardinale

VP Member Services, Fabiola Colone

VP Industry Relations, Mike Noble

Motion passed. MO-0271

VP Pubs Election

Candidates: Lance Kaplan and Roy Streit

Each candidate had 5 minutes to present their candidacy to the Board, followed by 5 minutes for questions. The Board held discussion for 10 minutes.

Vote: Lance Kaplan is elected.

VP Technical Operations Election

Candidates: Dale Blair and Marina Ruggieri

Each candidate had 5 minutes to present their candidacy to the Board, followed by 5 minutes for questions. The Board held discussion for 10 minutes.

Vote: Marina Ruggieri is elected.

Conferences Report – Mike Braasch

Mike Braasch reported on the status of the conferences.

The Aerospace Conference was the only conference to have an in-person conference before COVID-19 hit. All others were either cancelled or moved to a virtual format.

The outlook for next year is uncertain. Most of our conferences are working with MCE.

ACTION ITEM: Mike Braasch – Send out status of 2021 conferences to the Board. AI-0981

There was discussion about the fees for multiple papers.

There was discussion regarding the pros and cons virtual conferences.

Are we fully utilizing tools that are available to make it as interactive as possible?

Old Business – Walt Downing

Radar Summer School funding: Bob Rassa reported that the money has not been sent. The conference did not set up a bank account for the conference. IEEE will not send money to the conference PCO, First Class. Bob will work this out.

Bob will work to get money sent to the 2021 Radar Conference, as they have a CB account.

New Business - Next Meeting Date – Walt Downing

AESS Operations Manual: It was suggested that we write an AESS Ops Manual. We could incorporate sections for all of our activity areas. Hugh Griffiths, Bob Rassa, and Lance Kaplan volunteered to work on this.

ACTION ITEM: Walt Downing – Appoint an AESS Ops Manual ad hoc committee.

MOTION: Mike Cardinale moved to adjourn the meeting. MO-0272

Seeing no objection, the meeting was adjourned at 10:30 am EDT.

Chat from Day 1:

Roy: Yonina, thx for saying that. My experience is the same as yours.

Michael Noble: Sabrina, Yonina, it's great seeing the enhanced industry authorship in the special issues ... what can we do on the IR side to promote this further?

Yonina Eldar: Thanks Roy. This of course is the mails fault and not anyone on the board : -) but because of that I tend of look more at emails than printed deadlines.

Yonina Eldar: As to industry: How involved are industry members in proposing special issues?

M.Sabrina Greco: Michael, we would be interested in a special issue focused on industry activities in some topic.

M.Sabrina Greco: Would you be able to help in that?

Yonina Eldar: Can they be engaged more as guest editors for special issues?

Michael Noble: Sounds great, Sabrina, would love to make this so!

Michael Noble: Fantastic idea Yonina ... we'll run with it

M.Sabrina Greco: Go ahead Michael. More than welcome!

Peter Willett: Hi, Yonina. Many of the GEs and proposers of Magazine SIs are industry or government. I can tease out statistics if you're interested. Peter.

Yonina Eldar: That's great - don't worry about statistics, I was just wondering if this can be a way to involve them more but clearly you are already doing that!

Mark Davis: Hugh and Fulvio, Thanks for bringing up that the Florence Summer School went on as a virtual process. I will pass along to Atlanta that they should include the summer school in their virtual program if it goes that way.

Judy Scharmann: Mike, we can also put this slide into a nice flyer for distribution.

Fulvio Gini: The Radar School had 78 participants and the students can watch the videos and download the vugraphs until December 31st, 2020. -)

Peter Willett: If you want a list of recent and upcoming special issue GEs with affiliations. Let me know if you want this.

Day 2:

Kathleen Kramer:

https://www.dropbox.com/s/tmozdx0el3lchgu/AESSMembers_OUAnalytics_25Sept_2020.png?dl=0

Kathleen Kramer: This is our membership distribution today. (Not a trend chart, though.)

Kathleen Kramer: 15 years

Mark Davis: I have been trying to get the Mohawk Valley (NY) chapter to engage with us. Are they an AESS affiliate? I would like to engage more with them

Kathleen Kramer: Mark - Mohawk Valley (R3) does have a listed chapter chair - John Matyjas. I am not sure I've met him.

Mark Davis: Thanks Kathleen. It turns out he left last year to be the Chief Scientist at the AF Aircraft Division. I will research and get back to you.

Kathleen Kramer: The waiting room just says you're waiting.

M.Sabrina Greco: I'll do for sure

Michael Rice: "This has been an interesting time to be VP conferences" — brilliant! — it is the biggest understatement in the solar system ...

Lance Kaplan: I agree that face to face conferences is better. As a gov't employee, I believe the US gov't will have limited travel after we get out of the COVID-19 situation. Over time, I suspect these restrictions will ease, but I think we will need to offer hybrid conferences to accommodate gov't people.

Lance Kaplan: Army Research Laboratory

Michael Braasch: Good point, Lance. We're still very much in the early stages of learning best practices for hybrid conferences.

Laila Moreira: I only want to add about the conferences, from the point of view of a speaker... presented and I actually liked it, because of the facility. I also think that the platform used was perfect.

And the value is much less. So, I think it increases the participants. But there are some speakers that had problems with the audio and for sure, your attention is less to listen to the speakers.

But I agree that the interaction between people is very different. You will not ask so much. Face to face is much better. But I think it is the perfect solution considering our pandemic situation.

Lance Kaplan: I am happy to work on the society ops manual