

AESS Officers Meeting
Sept. 16, 2010
Marriott World Center
Orlando, FL

Attendees: Marina Ruggieri, Bob Lyons, Bob Rassa, Jose Bolanos, Iram Weinstein, George Dean, Jim Howard, Mark Davis, Jim Leonard, Hugh Griffiths, Dale Blair, Theo Saunders

Call to Order – Ruggieri

The meeting was called to order at 8:00 am.

President and Executive VP Messages to BoG Officers – Ruggieri and Lyons

A View on future activities and topics – Ruggieri

Marina Ruggieri presented her ideas regarding AESS deeper involvement in [IEEE initiatives](#).

Strategic Planning - Guidelines and achievements – Dale Blair and Officers
[Strategic Planning Report](#)

The next step is to actually write the Strategic Plan. Need to get an agreement on wording of key elements.

We reviewed our Strategic Planning Goals.

Reviewed Key Elements:

Key Element #1: Publications

There was discussion on whether the QEB a publication. We need to connect the QEB to support the magazine and the website. QEB is a very broad communication device to get information to the members.

There was discussion on starting an electronic Newsletter to replace the magazine. Hugh said we could include a question on the industry survey on this topic of the magazine.

Dale brought up his idea again about going bi-monthly with the magazine, and alternating the QEB. Marina agrees. Her idea, in fact, is to move towards a *Magazine Package* (MP), that in the beginning could be composed of the Magazine (bimonthly, paper format) plus a BEB (Bimonthly Email Blast).

To reduce the number of issues of the magazine per year is a common vision, but we need to find the right number: two, three, six?

ACTION ITEM: Bob Rassa – Figure out how much we get from PSPB. OAI-0036

What about having an electronic magazine? We have to be careful not to lose the magazine tutorials. It is very important to our members. We need to transform the magazine. Possible ideas are: only 2 paper issues of the magazine per year to include tutorials and/or historical issue; then continue the QEB (BEB?), or transform it into a Newsletter and add photo gallery on the web site.

Key Element #2: Educational Opportunities – Iram will work on wording

Key Element #3: Technical Panels

Need each TP to coordinate local activities and start engaging the local chapters and student chapters. Right now there is a disconnect. Theo will refine the wording for this section.

Key Element #4: Membership Development

Jim will refine wording.

Key Element #5: Conferences

Mark will refine wording.

Key Element #6: Seek cooperative activities.

Key Element #7: Awards

Marina talked about the Judith Resnik Award. CSS wants out of this award.

We talked about Transportation Award. CSS is not going to participate.

We need better advertisement for our awards.

These 2 points need to be addressed:

1. The BoG does not vote for the awards, and they should.
2. We can't get members to nominate anyone for anything.

We need to focus on Awards!

Talk to Erv. Involve the chapters. Need someone that sits on the board to interact with Erv.

We need to document the process for the selection of our awards.

We need a society handbook.

Path Forward: Implementation Plan

The Board of Gov. needs to approve the TPs, and then the President appoints the Chair. Need to follow this process. It can be done by eVote.

[ACTION ITEM: Judy Scharmann – Put link on the web site for the AESS Historical article. And interview with Myron Kayton. Get from Iram. OAI-0037](#)

Finance – George Dean

We are in good shape. George reviewed the 2010 budget.

We have increased our Technical Co-Sponsorship significantly in 2010. If they put the conference publications in IEEE Xplore, our income will go up in the next couple of years.

George reviewed 2nd Qtr. Forecast. We are projecting a 38K surplus at end of year. Most likely be at 7.5K surplus.

George reviewed the 2011 budget.

Additional sources of income?

- Non-AESS members pay for their papers? Some think this is not a good idea. Some think it is a good idea. Dale thinks we will lose money with this. We cannot stop good authors from submitting papers. We will lose money from IEEE Xplore.
- AESS Letters - \$250 per page, mandatory. The authors know this up front.
- Chapter Summit is great, but do we need this? Has our membership grown? This is really for good operation of our Society.
- Cut travel.
- Can we get some sort of income from industry? We can get indirect benefits from industry. We are already doing this with Boeing. Jim is working with “New Directions” of IEEE. They agree to come to Boeing and give a one-day seminar. This saves Boeing a lot of money. This model could work with other companies. This is a direct benefit. AESS can do this for other companies.
- Advertising in the AESS Magazine?
- Can DL’s get company support for their talks?

Education – Iram Weinstein

Iram presented the Education issues related to.

1. DL
2. Video tutorials

Proposed Assessment Form – Iram wants comments on this form, then he will send out to DLs
Possibly add question: would you recommend this talk to someone else?

How do we implement the 50% share by the local host? Recommend focusing on “fair” participation by host without strict 50% requirement.

Sections and chapters all operate differently.

As long as the DL is hosted where there is a local section and chapter, we can split. If the DL is requested by a non-IEEE entity, we need to get Hugh’s help and get some industry involvement. Hugh suggests we formulate a description of this scheme, and local people can use it with industry to drum up support.

Many of our DLs give lectures and don’t need funding. We still need to know about these so they can be acknowledged.

We should not be funding conference tutorials from the DL budget. It is the responsibility of the conference.

Video tutorials – Iram is concerned. We only have 4 tutorials on the site, and they have very few hits.

If you Google Radar Tutorials, we do not come up. IEEE does.

IEEE has the eLearning Library. They don’t want to charge the societies anything to do this. They will take their money from the earnings.

Recommendations:

- Put our video tutorials on eLearning (as well as our own site).

- Experiment with live capture of tutorial at a conference.

Can we connect our Education activities with one of the 4 IEEE programs Marina mentioned, such as GOLD and Visibility.

Conferences – Mark Davis

Mark outlined some of the issues addressed over the last 6 months.

There is a new policy of \$500 if NOT participating in Conference Publications Program. The conference needs to pay this, not AESS. We will add this to our MOU for Technical Co-Sponsorships.

We should try and get financial involvement with some of our TCS conferences.

Discussed difference between “copyright” and “non-exclusive right”.

Bob Rassa congratulated Mark Davis on a job well done.

Marina received a proposal from Promospace and Eutelsat for creating a new AESS Space Conference in Europe focused on Communications and also Navigation. The proponents would like to start in 2011! Marina asks Mark to chair a Committee for evaluating this proposal and shaping it in order to create an IEEE/AESS-compatible event. Dale and Marina will help from outside.

We are looking for something stable in Europe (like the Aerospace Conference). This will make AESS connected with Space in Europe. Have it every year in the same city, Rome, with the same winning formula of Big Sky for USA.

The financial actors are in place. We must involve the European Space Agency.

We have to match the fact that the proponents are commercial parties while we are a non-profit organization. Probably we need to find either a University to be a co-sponsor or another European-based association or an European Institution (like ESA). This is the matter that the above Committee has to deal with.

2011 might be very early, but let us try. We must be compliant with IEEE rules.

Marina appointed an AdHoc Committee for the new European Space conference: Mark Davis, chair; Hugh Griffiths, Bob Rassa, George Dean – feasibility, and how to do it.

Perhaps have the Officers Meeting in ESA, if compliant with our financial situation. We can use this meeting to create a link with ESA.

Technical Operations – Theo Saunders

Discussed action item from SP was review Mission, By Laws. Use the UAV Panel Bylaws as a template.

We talked about approval process of TPs.

At DASC we can use a DL with industry sponsorship idea.

We need to leverage beyond financial exchange. (financial conferences) We can have a room for GOLD meeting at a conference.

Is there a TP for DASC related subject?

Theo discussed the AESS Connecticut Chapter. It was on the verge of disbanding. Theo got involved again. She also got involved with the IEEE Student Chapter at UNH.

We all need to be involved in local activities.

Theo talked about Standards. Theo is collecting a list of all pertinent Standards for AESS. Theo started with TPs. It is an ongoing task.

Publications – Dale Blair for Joel Walker

Marina showed what the Computer Society is doing for their Transactions: a small booklet with abstracts, and a CD with full papers. This saves a lot of money. We are going to go completely web based. People come back and say they should not have to pay as much. But, we are selling content, not paper.

Allen Press is going to bring on extra help to get the backlog processed. Transactions are going electronic in 2011. AESS Letters in place. Peter is serving as editor for Letters.

Joel needs to make a formal proposal for Transactions going electronic. We need to decide what option we are going with.

We need a motion to reduce number of Mag issues per year. How many per year? 6 issues a year. We need it to read, 6 months per year, QEB on alternate months, and web support. We need a **Communications AdHoc Committee**. Committee: George Dean, Dale Blair, chair; Iram Weinstein, Jim Howard.

Membership – Jim Howard

Jim Leonard reported on Student Activities. Jim Leonard, Bob Rassa and Ron Ogan have all been doing work with the students.

Jim is working to revitalize the Pikes Peak Chapter.

Jim talked again about the Communications Society Free AESS Memberships. It is a pilot program. Jim wants to make a motion and make a decision.

Jim thinks that GOLD is a key for AESS. Marina fully agrees.

Industry Relations – Hugh Griffiths

We could ask our chapter chairs to identify 20 industry people in their area and send this by email.

Meeting adjourned at 6:00 pm.