



AESS Spring 2022 Board of Governors Meeting
25-26 March 2022
8:00 – 11:00 am ET
New York, NY, USA

Attendees: Laura Anitori, Dale Blair, Michael Cardinale, Alexander Charlish, Fabiola Colone, Stefano Coraluppi, Mark Davis, Walter Downing, Alfonso Farina, Sabrina Greco, Braham Himed, Mehak Jetly, Wolfgang Koch, Kathleen Kramer, Lorenzo Lo Monte, Philipp Markiton, Laila Moreira, Michael Noble, Luke Rosenberg, George Schmidt, Peter Willett

Virtual: Fulvio Gini, Hugh Griffiths, Lance Kaplan, Puneet Kumar Mishra, Bob Rassa, Rob Sabatini, Sarana Tse

Non-voting: Bob Rassa, Francesca Filippini

Guests: Garrett Hall, Piotr Samczynski, Charles Rubenstein

Staff: Amanda Osborn

Call to Order, Roll Call, and Agenda Approval – Mark Davis

Mark welcomed everyone. Additions to the agenda – recap of RadarConf’ 2022, Young Professionals Report, and update on IEEE Russia Section.

MOTION: Francesca Filippini moved to amend the agenda of the Spring 2022 AESS Board of Governors Meeting. Sabrina Greco seconded. Motion passed. MO-0287

MOTION: Francesca Filippini moved to accepted the minutes of the Fall 2021 AESS Board of Governors Meeting as written. Braham Himed seconded. Motion passed. MO-0288

President’s Message to the BoG – Mark Davis

Mark introduced the Board of Governors and Officers. The near-term focus of the AESS strategy included a SWOT plan for each VP’s respective area; developing plan for returning post-COVID; creating quantifiable metrics for the next 3 years; and identifying cross-committee collaboration opportunities.

In the last six years, AESS has hit significant progress in the areas of increasing diversity; increasing the breadth and surplus of its conferences; improved and increased the publications offerings; strengthened its educational programming through the virtual DLs; increase chapters in Regions 9 and 10; and established new awards.

Mark highlighted the recent trends of AESS membership including converging technologies that are crossing multiple societies’ fields of interest; concerns on the Fellows process with respect to industry candidates and diversity; reducing student fees; and decreased student membership and retention rates.

There was a discussion held about the strategy of the funding for 2-3 years initiatives, particularly for hybrid conferences. It was noted that while the bottom line has seen a benefit in the near-term, new business development and community building suffered. A discussion was held on the short- and long-term pros and cons.

RadarConf'22 Overview – Lorenzo Lo Monte and Charles Rubenstein

The conference organizers are finalizing the expenses and revenues and will report final numbers. Additional income was achieved from the fundraising including the 26 exhibit booths, patronage, donations, and seed money. Hosting a hybrid conference was like planning two conferences simultaneously. Alex is looking into putting presentations on the ILN. A post-conference survey will be sent out to attendees.

Strategy – Sabrina Greco

The 2022 strategy focuses on AESS's role with its members and technical community and how AESS can better serve its members. Sabrina introduced MID: More Inclusive and Diverse at the Officers' Strategic Planning Meeting. Sabrina presented the IEEE goals for publications, conferences, standards, and future technologies. Transaction_RS passed Phase 1 and will work through Phase 2 at the June TAB series.

Before the SPM in February, Mark and Sabrina met with each in-coming and out-going VP to develop a SWOT plan and developed short-term and long-term goals; brainstorm pro and cons; formulate strategy to implement goals; and identify measures of success. Sabrina recommends looking at what other OUs and non-IEEE entities planning for the future; the Integrated Sensing and Communications Initiative (ComSoc and SPS); and the Synthetic Aperture (Standard by SPS). Each VP to focus 1-2 initiatives per year and define a precise roadmap with measurable actions.

The long-term goals include being more inclusive and diverse; increase impact, and be the drivers of change by utilizing the society's healthy funds. The short-term goals include cross-committee collaboration, lead initiative, create links between the BoG and chapter leaders; and involved more young people. Additionally, use the 50th Anniversary to showcase history, present, and future activities.

IEEE and Russia and Ukraine – Pitor Samczynski

Pitor from the IEEE Polish Section presented on the situation in Ukraine. IEEE's stance is neutral. The Poland Section Chapter opened a bank account. There was a discussion held on statements made by volunteers from the Russian NW Section and neutrality.

Conferences – Braham Himed

Braham reviewed the mission and SWOT analysis of the Conferences Committee. He noted that virtual and hybrid events present significant challenges and may impact in-person attendance. Projects include strengthening student participation from high school level through the graduate level and reviving the "Junior Conference Concept". The collaboration opportunities include working with Technical Operations to identify common areas with other OUs and work with conference chairs to identify technical track so mutual interests with other OUs.

There was a discussion held on what Junior Conferences means. NASA brought students to the Aerospace Conference in Big Sky focusing on STEM. DASC also hosted a successful student competition. There is an opportunity for industry to sponsor student-level competitions and grow engagement.

It was suggested to set aside "seed funding" for underdeveloped regions to encourage participation at conferences and membership enrollment. There was a discussion held regarding the financial and operational implications of requesting conferences to offer recordings of the tutorials and papers.

Action Item: Amanda Osborn to request pricing information from Brandon Ratzolff (Conference Catalysts CTO) on extending the virtual platform time for 3 months versus 1 month.

Publications – Lance Kaplan

Lance provided a status report on TAES, MAES, and the QEB on behalf of the respective EiCs.

TAES

The TAES average number of weeks to first decision and average number of weeks to online post continues to decrease and is becoming a strength for TAES. He reviewed the new Senior and Associate Editors. The Outstanding AE Recognition was created and awarded to 12 AEs for 2021. They received a letter, certificate, and AESS gift. There was a record number of submissions in from March-December 2021.

MAES

Daniel O'Hagan is actively monitoring decisions coming in and quality of information that is being provided to the authors. There are several upcoming Special Issues including the 50th Anniversary Issue in January 2023. There are three tutorials under review with a Tutorial Issue projected to be published in May/June. The Magazine is seeking new Associate Editors and reviewers.

QEB

The QEB has introduced new content and revised the layout and reduced the content to make it easier to read. The EiCs would like to include more non-radar and industry-related content.

Additional publications activities included sunsetting the EJPress Portal, creating operations manuals for TAES/MAES, creating special section topics with the technical panels, engage editors to improve operations, tracking open access and other trends, and supporting the Integrated Sensing and Communications initiative. The new journals sponsored by AESS include Transactions on Radar Systems (Phase 1 passed in February 2022) and the Open Journal of Systems Engineering (Phase 2 passed in November 2021).

Action Item: Amanda Osborn to distribute the OJSE flyer to the BoG members and on websites.

Nominations and Appointments – Walt Downing

Walt reviewed the 2022 N&A Committee members, tentative timeline, and the nominees for 2023-2025 BoG members. Following the BoG selection process, the election of the 2023 AESS Officers will begin. The VP Industry Relations, Mike Noble, is the only current VP that is not eligible for a second term in 2023.

Action Item: BoG members to send discussion comments to Walt Downing by March 28 on the nominees.

Member Services – Laila Moreira

Laila reviewed the Member Services Committee goals and objectives for 2022 and AESS offerings for its members. There have been several students and YP events and a membership drive in the last two years to help engage and increase YP/Student participation and membership. There was a discussion held on Student Travel Grant. Need to determine the purpose and Return on Investment with this program and who is responsible for it.

The mentoring program has 49 mentor/mentee matches. One idea is to invite mentors and mentees to meet at conferences and track who attends.

There was a discussion held on the \$5 student member rate. IEEE is looking at implementing multi-society membership rates.

They committee has been focused on improving diversity in its membership both in gender and regional diversity. The 25th Anniversary of WIE is coming up.

The Region 8 Chapter Summit was held in 2019 and Regions 1-7 Summit was held virtually in 2021. The 2022 Chapter Summit will be held in Edinburgh in conjunction with the Fall BoG meeting. They are still looking for best dates and locations to hold a Region 9 Chapter Summit. A potential location is Colombia. The Colombia Chapter Chair, Giovanna, has been very active in recruiting and holding events in Region 9.

Action Item: Laila Moreira to add the YP event at DASC 2021 to her Member Services slides.

Action Item: Laila Moreira and Philipp Markiton to compose a committee for the YP initiative

Young Professionals – Philipp Markiton

Philipp has served as the YP representative since 2019. YP hosted an event at the RadarConf'22 with ~60-80 attendees. A report of the event will be included in the next QEB. YP is looking to increase collaboration with Industry Relations.

Action Item: Philip Markiton to provide write for QEB Q2 for the YP event at RadarConf'22.

Mentoring Program – Sarana Tse

There has been an increase in registration and mentor/mentee matches in 2021-2022. The goal is to increase the number of registrations for both mentors and mentees. There was a discussion held on putting term limits on the mentorship program and how to track if the program is “successful”. A survey was sent out two years ago but received little response.

Undergraduate Students – Mehak Jetly

Objectives for the undergraduate students include creating engagement between local industries and students and create and/or identify opportunities for internships and projects. Mehak reviewed the activities at Syracuse University. One challenge is that students are unaware of what AESS can offer them. Need to determine the difference between AESS student activities and student branch activities.

Industry Relations – Mike Noble

The 2022 goals for the IR Committee include growing industry sponsorship of IEEE and AESS by developing a program to grow industry engagement and sponsorship such as the short course program; grow relevance to industry engineers; and strengthen ties to corporate IEEE by leveraging corporate initiatives and resources. Mike reviewed the IR SWOT analysis. Opportunities include holding industry panels and recruiting events at conferences and partnering with the YP's for mentoring events. The committee plans to join the IEEE Industry Relations Program. The committee has been trying to expand the number of nominations for the Industrial Innovation Award through its networks and marketing.

There have been two industry panels held this year at Aerospace Conference and Radar Conference.

The committee is working on developing a survey for members and identifying cross-committee initiatives. Puneet Mishra, a new BoG member in India is working with both Student Chapters and Industry in India.

Action Item: Industry Relations and Publications Committee to develop a plan and pilot for industry interviews including which publication and when to publish the interviews.

Action Item: Puneet Mishra to send Amanda Osborn industry interview transcripts.

Finance – Peter Willet

Peter reviewed the SWOT analysis for the Societies finances.

AESS has continuously generated a substantial surplus primarily from publications and conference papers with overlength page charges and profits/post-conference downloads. The reserves enable AESS to undertake new initiatives. There are opportunities to leverage the investments for growth and service to the technical community

including the student scholarships and initiatives. Peter noted AESS does not receive income from the Councils AESS is a member of.

The current COVID-19 situation continues to financially impact conferences. Bob Rassa stated that AUTOTESTCON cannot operate in a virtual or hybrid format due to the importance of exhibits and military attendance.

The movement towards Open Access will impact the IEL revenue. The upcoming China policy on domestic publication will impact TAES revenue.

At the start of 2020, AESS's net worth was ~\$6.3 million. As of year-end 2020, reserves were at \$10.2M.

In 2021, IEEE moved to NextGen accounting system.

AESS can utilize the 3% and 50% rules for funding but is solvent and has not had to use this funding yet.

Parking Lot – All

George Schmidt provided an update from the Fellows Search Committee. He encouraged BoG members to assist members in upgrading to Senior Member Grade. They are looking to increase the number of Fellows by clarifying the process. He reviewed the Fellow nomination requirements.

Meeting adjourned until Saturday, 26 March 2022.

Saturday, 26 March 2022 – Day 2

Mark Davis called the meeting to order at 8:00 AM ET.

AESS India Initiatives – Puneet Mishra

Puneet reviewed the SWOT analysis. There are over 50k+ professionals in the AESS field of interest with opportunities to open new Chapters and Student Branch Chapters in the India Section. Membership growth is a primary initiative. Puneet proposed an initiative of \$5000 for his travel in India to encourage University Chapters to attract more members to AESS.

Action Item: Puneet Mishra to prepare a detailed proposal for the India membership initiative.

Action Item: Puneet Mishra to submit article to the AESS Systems Magazine to promote the India membership initiative.

Action Item: Puneet Mishra to send Amanda Osborn information for the QEB and AESS website to promote the India membership initiative.

MOTION: Bob Rassa moves to support the \$5,000 expense for the India membership growth initiative in 2022. Sabrina Greco seconded. Motion passed. MO-289

Awards – Fulvio Gini

The committee is reviewing all of the AESS awards, initiating new awards, and implementing changes to ensure better governance through revised processes and structure. There are 15 AESS awards and a certificate of merit. The low number of nominations continues to be a challenge. Looking for more participation from the Technical Panels. The IR Committee worked to increase the number of nominations for the Industrial Innovation Award. The IEEE AESS Distinguished Service Award will be voted on by TAB at the June 2022 meeting.

Need to better advertise the awards on the website and in other journals and magazines. The restriction would be the cost of advertising.

Action Item: BoG members to send recommendations for awards committees for the 5 awards committees.

Action Item: Amanda Osborn to advertise upcoming awards on the website homepage.

50th Anniversary – Laila Moreira

The committee is developing initiatives and assigning leads for the 50th Anniversary starting in January 2023 – MAES Special Issue, logo contest, promotional items, Celebration Event in conjunction with Spring BoG meeting and TAB meeting, corporate sponsorship program, promotional video, and a quiz challenge.

Mark met with Conference Catalysts to start the planning for the Celebration Event.

Mark is in the process of creating a storyboard for the video. Amanda contacted IEEE TV for a quote.

Action Item: Michael Braasch to provide an article on Gyro Panel 50th anniversary for the MAES Special Issue.

Action Item: Bob Rassa to interview Judy Scharmann for the 50th Anniversary Special Issue by May 2022.

Action Item: Mark Davis to identify key VIPs and speakers for the 50th Anniversary Celebration Event.

Action Item: Amanda Osborn to set up monthly meeting with Laila, Mark, and Sabrina for 50th Anniversary initiative progress reports.

Educational Activities – Alex Charlish

Their goal is to facilitate quality in-person events while expanding online educational resources. The Resource Center content is in the process of being transitioned to the IEEE Learning Network. All VDL recordings are available on the AESS website and ILN. Looking at options to expand resources beyond the VDLs such as a series of topical and technical webinars. The ILN needs to be advertised. Alex to continue the VDL program in 2022.

The Summer Schools have had great success at RadarConf' and looking to continue the program in 2023 with support of Technical Panels at conferences.

There are three AESS Education awards. The Michael Wicks Award chose the first awardee for attending the RadarConf'22. They are looking to improve the selection process in the future.

Action Item: Alex Charlish to work with Kathleen Kramer and Laila Moreira to disseminate the Mike Wicks Travel Grant information to the chapters and sections in Region 9 and 10.

AES Scholarship Program – Bob Rassa

Bob reviewed the scholarship program. The Scholarship committee is processing evaluations are starting and should be announced by April 30.

Action Item: Amanda Osborn to reach out to past winners of the AESS scholarship to determine “where are they now”.

Action Item: Amanda Osborn to update the scholarship nomination form to include a narrative about what they will be doing in school and beyond.

Short Courses – Luke Rosenberg

The first virtual short course was in 2021. The program lost momentum during COVID. Need to determine if instructors have been giving the courses and to advertise the program better. The next steps include determine a plan for post-COVID, quantify attainable metrics over the next 3 years, and identify collaboration opportunities with other OUs.

Integrated Sensing and Communications Initiative – Sabrina Greco

Sabrina reviewed the Integrated Sensing and Communications (ISAC) initiative and DFRC Technologies. AESS should take the lead on this initiative. A discussion was held about ComSoc taking initiative in AESS area but not involving AESS. And it was suggested to improve the name. AESS to develop a workshop in this area.

[Action Item: Sabrina and Hugh Griffiths to coordinate a workshop at the Edinburgh Conference on ISAC.](#)

Technical Operations – Michael Braasch

The panel chairs provided reports that will be distributed after the meeting. Robert presented the Avionics Systems Panel activities and Kathleen Kramer presented on the Glue Tech Panel's activities. The Visions and Perspective Committee is working on a developing a paper on the supertopic "Autonomy for Sustainability." There currently is no panel devoted to unmanned/autonomous systems.

New/Old Business – All

There was a discussion held on the IEEE Transportation Electrification Community TEC Transition to a Council. There were no objections to supporting this. Mark to meet with their ExCom.

[Action Item: Bob Rassa to send out travel and expense reimbursement information.](#)

Action items were reviewed and will be distributed to the BoG members.

Motion to adjourn

MOTION: Sabrina Greco moved to adjourn the meeting. Braham Himed seconded. Motion passed. MO-0281

Meeting adjourned at 11:05 am EDT.