

AESS Fall 2023 Board of Governors Meeting
10-11 November 2023 | Sydney, Australia

Attendees: Laura Anitori, Dale Blair, Michael Braasch, Arik Brown, Steve Butler, Michael Cardinale, Alexander Charlish, Stefano Coraluppi, Mark Davis, Walt Downing, Joe Fabrizio, Sabrina Greco, Hugh Griffiths, Braham Himed, Lance Kaplan, Kathleen Kramer, Puneet Kumar Mishra, Lorenzo Lo Monte, Jemma Mallia, Philipp Markiton, Mike Noble, Luke Rosenberg, Giovanna Estefania Ramirez Ruiz, Roberto Sabatini, George Schmidt, Abir Tabarki, Peter Willett

Not in Attendance: Alfonso Farina, Francesca Filippini, Wolfgang Koch, Bob Rassa, Marina Ruggieri

Staff: Amanda Osborn

Agenda: <https://agd.ieee.org/mpt/Agenda.aspx?eid=18437>

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

Mark welcomed everyone and reviewed the outline of the meeting. Quorum was confirmed.

MOTION: Michael Braasch moved to approve the minutes of the Spring 2023 AESS Board of Governors Meeting as written. Hugh Griffiths seconded. Motion passed. MO-0315

President’s Message – Mark Davis

The key 2023 milestones were the 50th Anniversary celebration starting in Princeton and Kathleen Kramer was elected IEEE President-Elect. Reviewed the 2023 Officers and introduced 2024 BoG members, student reps and YP rep. Mark highlighted strategies from the June 2023 TAB Meeting series including how to price events moving forward, hybrid conference models, open access for conferences, conferences and publications exceeding revenue post COVID, 50% rule initiative funding, and IEEE in 2050. The AESS Milestones in the past 6 years include increased geographic, gender, and technical diversity; establishing joint MOUs with other societies; increasing breadth and surplus of conferences; increased content for publications; strengthening education with the VDL and short course programs; increased number of chapters in R8, 9, and 10; and establishing new awards.

Member Services – Lorenzo Lo Monte

Lorenzo reviewed the membership statistics and the top 10 sections. The membership growth is primarily coming from student members. Lorenzo highlighted the efforts of Giovanna in Region 9 and Puneet in Region 10. The chapters can request annual funding and major initiative funding and Presidential approval. There are challenges with each type. There is currently no process in place to track how the funds are being used. Lorenzo proposed the global merchandising program to provide promo items to the chapters via Swag Magic, a dedicated global online store.

MOTION: Lorenzo Lo Monte moved to approve that AESS funds the AESS Global Merchandise Program for a \$3,000 startup cost and \$17,000 for merchandise and service fees for a total of \$20,000 in 2024. Michael Braasch seconded. Motion passed. MO-0316

Chapters – Kathleen Kramer

There were 204 AESS chapter activities reported in 2023 worldwide. Kathleen provided a breakdown of events by IEEE Region. Kathleen noted there were a lot of strong submissions for the 2023 Chapter of the Year Award. Summarized the Boston Section initiative. The second chapter summit was held in India followed by the DSTEI program event with 21 chapters represented with 80+ attendees. A chapter event was also held in R9. Kathleen identified opportunities where there are enough members to establish a chapter; the major barrier is finding a chapter chair.

Action Item: Mark Davis to follow up with the R9 chapter chairs to put the chapter report into vtools to get credit for the event. AI-1060

WIE – Kathleen Kramer

Kathleen has served as the AESS WIE rep for several years and will need to be replaced for 2024. IEEE WIE established a DL program. Kathleen recommended Sabrina Greco, Kathleen Kramer, Karen Haigh, and Jiang Lin. Kathleen requested AESS support for the 2025 IEEE WIE ILC. Work with VP Conferences to ensure flagship conferences individually organize special events that target underrepresented audiences including WIE and that all events are inclusive and incorporate the spirit of the WIE pledge.

Action Item: Amanda Osborn to ask Jiang Li and Karen Haigh if they would like to participate in the IEEE WIE DL program. AI-1061

Mentorship Program – Arik Brown

Arik provided a SWOT summary. Arik has been contacted by a lot of people who want to participate in the program. Discrepancy in tracking participants and working with Collabratec to resolve this issue. Collabratec might not be as robust as initially thought. Looking to finalize the Collabratec program by December 2023. Previously distributed a poll to past mentors and mentees. Mark was addressed by the Global Talent Mentoring program, but Arik does not recommend it for AESS. For 2024, would like to hold an online meeting for all mentors and mentees and host quarterly online meetings; establish a mentor/mentee spotlight for the AESS website and Collabratec; develop a program poll every January; and provide trips and strategies for successful mentoring partnerships. Michael Braasch noted the program flyer and spotlights should be included in the M-AES.

Action Item: Peter Willett to follow up with IEEE Xplore to find out if a complete, single PDF can be provided on Xplore of the Magazine. AI-1062

Young Professionals – Philipp Markiton

Hosted YP events at IEEE Rising Stars, RadarConf'23, FUSION 2023, and at the International Radar Conference. Tried a new format of speed networking at IRC and it was successful. Alex suggested adding prompts/questions for the attendees. Supported the in 2023 the IEEE Middle East Student an YP Congress. For 2024, there will be YP events at YP Rising Stars and RadarConf. Philipp and Abir to attend.

Undergraduate Students – Abir Tabarki

The objectives are student branch sustainability, transitioning students to YP members, and undergrad membership growth in Region 8, primarily Africa. A challenge has been reaching students and identifying student representatives and lack of motivation in some areas. Mark noted there is funding available for students to attend conferences. IEEE Radar Conference had a student travel grant. They can also request DLs to present virtually.

Graduate Student Rep – Jemma Mallia

The objectives are increasing awareness and involvement at the graduate level, facilitate transition from grad to YP, and provide value to grad students. Her primary focus has been in Region 6. She is planning a lecture event with UC Berkeley. The main challenges are fluctuations and decreasing IEEE/AESS student membership. There is a general lack of awareness of IEEE/AESS with students.

India Initiatives – Puneet Mishra

Provided comparison membership data from Spring 2022 when it started to the last BoG meeting in May and to date. Membership has grown 4x. There are 3 Section Chapters and 28 Student Branch Chapters with several others in progress. Puneet noted most chapters report in December and Puneet will follow up with the chairs. Professional membership has grown from 90 to 300+. They have successfully organized DSTEI PDR, a chapter chairs meeting, AESS 50th Anniversary celebration, and ISAC Workshop at Bangalore.

Action Item: Puneet Mishra to follow up with the India Chapter Chairs to submit their chapter reports by the EoY. AI-1063

Publications – Lance Kaplan

The objectives include addressing the exponential growth of TAES by developing a dedicated prescreening process; transition leaders of the M-AES to a new EiC starting mid-2024; reinvigorate special issues with M-AES; and continue to explore opportunities to provide valuable content for industry members. JMASS is adding VTS to the MOU. The publication has been improved. The JLT MOU expires at the end of 2023. AESS has a 2.5% sponsorship in the JLT.

T-AES – Michael did a lot of work on updating processes to improve timeliness. Reviewed the new AEs appointed since May. There have been no changes to the SEs. There have been three special sections in Q3. There will be new record number of submissions in 2023. There was a discussion on automating tools for detection of AI-generated content. The growth is all coming from China.

M-AES – Reviewed the changes in AEs and upcoming and published special issues. In 2023, multiple SI's were received from people outside of AESS that were not relevant to the Magazine. There is a low number of high-quality SI proposals submitted. An editorial calendar provided to Naylor in 2023. Doesn't anticipate large revenue from ads.

QEB – Updated the layout and content in 2023 and are tracking clicks. Noted the clicks for conferences and publications.

T-RS – Has a vibrant editorial board and strong submission numbers. There have been three special sections. Noted getting more submissions outside the special sections.

OJSE – There have been four special sections. Dale noted the systems engineering community is not as used to publishing and peer reviewed like the Radar Systems are. He's had to reject several papers out of scope.

Challenges include monitoring OA, rapid growth of T-AES, maintain viability of Radar in T-AES while supporting T-RS, finding a new M-AES EiC in 2024, and the new IEEE policy that IEEE charges Societies when a paper production is final. Lance will assist incoming VP Publications for the 2025 PRAC review.

Action Item: Mark Davis to develop a paper for the M-AES on DSTEI. AI-1064

Industry Relations – Steve Butler

See slides

Won't be able to address until the SPM meetings in Orlando. Time and money are critical elements.

Region 9 Initiatives - Giovanna Estefania Ramirez Ruiz

There are 3 section chapters in R9 and a chapter in progress in El Salvador. There are 27 student branch chapters. There has been a 22% growth in R9 since May 2023. There were two projects selected for the DSTEI initiative. There are upcoming events in Colombia in 2024 for drones, satellites, and space robotics. It was noted there are three SBCs in Brazil but not section chapter.

Finance – Peter Willett

Overhead is no longer in publications. Reviewed the summary budget revenue and expenses. Peter showed an example of the level of expenses they can see in NextGen for travel. In 2023 TAES, net profit was \$608k. A primary source of revenue continues to be overlength page charges. There was a net loss of \$120k, but it was noted the production expense was significantly higher than 2022. There are 12,350,235 in reserves. There confusion with the

assignment of expenses to the appropriate GL codes. DL travel is in the volunteer travel budget and not the education committee budget.

Conference pubs drilldown

Reserves amount

Society expenditure to date.

Panel of editor's notes

[Action Item: Peter Willett to send a drilldown of the M-AES production expense of \\$113k. AI-1065](#)

Conferences – Luke Rosenberg

Luke provided a review of the International Radar Conference. It received more sponsorship than expected. Signal Processing was requested to be a TCS and did not respond. The local committee did the majority of the organizing. There were 462 conference registrations including 1-day registration and exhibitors; 63 boot camp attendees; 209 tutorial attendees; and 176 ISAC workshop registration. Ran the Radar Boot Camp for the first time at IRC. There were 14 tutorials. The YP event was open to everyone to encourage networking. Hosted a DEI lunch and social event at the Luna Park. There were 273 papers submitted and 210 accepted.

The conference committee is active.

SWOT analysis.

- S –
- W –
- O – Make all conference material online; conduct joint workshops with other IEEE OUs; increase support for students; create AESS conference advising committee; integrate impact on local community in proposal; organize events for disadvantaged students. RadarConf' has established and handover lunch.
- T – Competition from other conferences.

There was a discussion held about the conference surplus goal of 20% and considerations for the organizing committees including reducing the cost of registrations.

AESS has so far received more than 27 MOUs, including proposals for sponsorship both Financial and Technical

Do more student and YP grants. Supplement authors.

Education – Alexander Charlish

The objectives are the same from the Spring BoG meeting.

There are 148 videos on the ILN. Usage rates to date. Big growth. Much smaller than Vimeo. All webinars are also on Vimeo which enables them to watch via the website. The third largest provider on the ILN. Boot camps held at FUSION, RadarConf' 23, and International Radar Conference and will continue in 2024.

Hugh noted that the instructors should be compensated for their expenses.

Add letters of endorsements. Submit a post-event report what they have learned. Ask the sections/chapters to pay for the flight. AESS can send funds.

Scholarship wording update. AESS members.

History project needs to be complementary to the current history initiatives. Isn't an education initiative, rather a history committee.

SPS Big Idea Pitch – similar to shark tank.

Action Item: Amanda Osborn to pull the VDL reports by country attendees. AI-1066

Action Item: Alex Charlish to update the scholarship language to be submitted to TABARC in March 2024. AI-1067

Action Item: Hugh Griffiths to follow up with the history center initiative for AESS involvement and requested sponsorship. AI-1068

Short Courses – Luke Rosenberg

Provided an update of the short course program. Short course website has been updated. Three courses have been ran from April-November. Upcoming short courses 2. Joe noted the majority have been held in Australia. It was noted there is a lack of awareness or understanding of what short courses are. Need to identify champions in each chapter. Should there be a requirement of giving one per year or otherwise?

Meeting recessed until Saturday, 11 November.

2024 Officer Elections – Walter Downing

Walt reviewed the current and 2024-2026 BoG Members and explained the procedures for presenting and voting.

- President-Elect: Dale Blair and Michael Braasch. Michael was elected.
- VP Awards: Dale Blair, Puneet Kumar Mishra, and Mike Noble. Dale Blair was elected.
- VP Conferences: Braham Himed ran unopposed and was elected.
- VP Education: Alex Charlish and Alfonso Farina. Alex was elected.
- VP Finance: Peter Willett ran unopposed and was elected.
- VP Industry Relations: Stefano Coraluppi ran unopposed and was elected.
- VP Member Services: Lorenzo Lo Monte ran unopposed and was elected.
- VP Publications: Michael Rice and Luke Rosenberg. Luke was elected.
- VP Technical Operations: Michael Braasch and Roberto Sabatini. Michael was elected President-Elect, therefore, was not considered. Roberto ran unopposed and was elected.

Technical Operations – Michael Braasch

Most panels are responsible for a major conference and contributed to state-of-the-art articles to systems. GAP has overseen the development and publications of more than a dozen standards. The V&P committee is the only entity devoted to unmanned/autonomy systems, but has had a hard time with participation. The Cyber Security Panel has been stagnant and Alope Roy recommends dissolving the panel with support from the Tech Ops committee. There are four active panels. Rob Sabatini provide an update on the ASP's activities. GAP continues to be active and developing Standards. The GlueTech report was updated to focus on panel activities versus individual's activities. The RSP is a very active and discussing having RadarConf' more often outside of the US.

Motion: The Technical Operations Committee moves to eliminate the Cyber Security Panel. Motion withdrawn. M -

Motion: Michael Braasch moved to withdraw the motion The Technical Operations Committee moves to eliminate the Cyber Security Panel. Dale Blair seconded. Motion passed. M -

Action Item: Michael Braasch to work with Roberto Sabatini to identify plan to address the Cyber Security Panel issues and create pathway to revive the panel. AI-1069

Awards – Dale Blair

Objectives

Lacking a clear criteria for selecting awards
Established term limits for chairs and committee members.
Can only endorse/nominate for one candidate
Need to work on getting more nominations

Motion: Motion: The Awards Committee moves to approve the new AESS Student Branch Chapter of the Year Award. Motion passed. M -

Initiatives

DSTEI – Mark Davis

Provided an overview of DSTEI and the project teams in R9 and R10. There were grant delays due to funding issues. R10 SBCS asked to accelerate PDR to November 2023. Phase 1 final reports and phase 2 report by 15 April 2024 for phase 2 start. At the Spring BoG meeting, approved \$30k to be used from the DSTEI initiative funding for the short courses to be provided congruently with phase 2 meetings in Peru. Looking to find a short course instructor to present in Peru. SBCS have been given \$173K. TAB supports formulation of new technologies. They approved new initiative funding for \$170k for 2024.

Looking to collaborate and sign an MOU with GRSS.

MOTION: Sabrina Greco moves to support the MOU between AESS and GRSS for collaboration on future activities. Dale seconded. Motion passed. M –

ISAC – Sabrina Greco

The objectives are to launch AESS ISAC project; cooperation with ComSoc and SPS; create a strong working group; strengthen expertise in emerging area and impact on area for military and civilian applications. Accomplishments include created the working group and held three workshops and a Summer School (with ComSoc) in 2023. Future plans include creating an MOU with SPS and ComSoc; and organize a joint workshop, DL series, student cup (challenge), and Summer School.

Action Item: Sabrina Greco to propose motion for financial support of ISAC project at Spring 2024 BoG meeting. AI-1070

Motions – All

MOTION: Alexander Charlish moves to approve \$3,000 to record the 8-10 Radar Boot Camp presentations as videos at RadarConf'24 for the IEEE Learning Network library. Sabrina Greco seconded. Motion passed. M

Admin Updates – Osborn

e-votes

MOTION: Mark Davis seeks BoG approval of the appointment of Giovanna Estefania Ramirez Ruiz for the remainder of Laila Moreira's appointment through 31 December 2024. Motion passed.

MOTION: Sabrina Greco moves to add the position of VP Awards to the AESS Bylaws. Hugh Griffiths seconded.

Changes include:

- The addition of Article VI A. d. Vice President, Awards - one-year term, one-year term, eligible for reappointment twice to consecutive terms

- The addition of Article XVIII – Awards

The Vice President, Awards will coordinate the activities related to the Society awards: initiate new awards, periodically revise the processes and implement changes to ensure better governance, monitor the selection process for the various awards, notify the awards winners, and lead the annual awards ceremony. Motion passed.

MOTION: Mark Davis seeks BoG approval of the 2024 appointment of Hugh Griffiths for the appointment of his second, 1-year term for the year 2024 for the Fellows Evaluation Committee Chair. Sabrina Greco supports this appointment as President-Elect. Motion passed.

MOTION: Michael Braasch moved to adjourned. Sabrina Greco seconded. Motion passed.

The next meeting will be held in Denver, CO, USA at Radar Conference on Friday, May 10 and Saturday, May 11, 2024.